

NOTICE OF PUBLIC MEETING
AGENDA
LEON VALLEY CITY COUNCIL MEETING
JUNE 18, 2013, 7:00 P.M.
LEON VALLEY CITY HALL, CITY COUNCIL CHAMBERS
6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238

REGULAR MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 7 P.M.

1. **Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance. (Mayor Riley)**
2. **Bandera Road Superfund Site Community Advisory Group (CAG) Presentation, M&C # 06-06-13. (John Hoyt, CAG Chair)**
3. **Citizens to be Heard and Time for Objections to the Consent Agenda.** "Citizens to be Heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but cannot act upon it at that meeting. They may direct staff to contact the requestor or request that the issue be placed on a future agenda for discussion by the Council.

Note: City Council may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however City Council may present any factual response to items brought up by citizens. [Attorney General Opinion – JC 0169]

Consent Agenda

4. **Consider Approval of the City Council Meeting Minutes:**
 - a. **Special City Council Meeting of May 31, 2013 (City Council – City Manager Work Session Retreat)**
 - b. **Special City Council Meeting of June 4, 2013, 5:30 p.m.**
 - c. **Regular City Council Meeting of June 4, 2013, 7:00 p.m.**
5. **Consider Action on Plat Case # 2012-124, to Plat Approximately 2.418 Acres of Land Out of Parcel 29G, Abstract 741, CB 4445, to Lot 7, CB 4445, Dirt V-Murchison-Huebner Subdivision, M&C # 06-07-13. (Flores)**
6. **Consider Action on an Ordinance Appointing a Committee Member to the Bond Oversight Committee, M&C # 06-08-13. (Willman)**
7. **Consider Action on an Ordinance Amending Ordinance No. 13-009, Related to Changes on City Council Subcommittees on Communication, and Festivals, M&C # 06-09-13. (Longoria)**

8. **Consider Action on an Ordinance Setting the Schedule of City Council Meetings for the Remainder of the Fiscal Year Ending September 30, 2013, including Cancelling the July 2, 2013 City Council Meeting, M&C # 06-10-13. (Longoria)**

Regular Agenda

9. **Report and Discussion on City Branding, M&C # 06-11-13. (Mora, Mike De La Garza, Consultant)**
10. **Report and Discussion Related to City Phone System Improvements, M&C # 06-12-13. (Jose Medina, City Staff)**
11. **Presentation of Financial Statement for the Month of May, 2013. (Wallace)**
12. **Discussion on the City's Emergency Management Plan and Report Related to the Flood Event that Occurred on May 25, 2013, M&C # 06-13-13. (Longoria)**
13. **Report and Discussion Related to 2013-2014 City Council / City Manager Goal Setting Retreat, M&C # 06-14-13. (Longoria)**
14. **Consider Action Approving a Policy for the Handling of Found Personal Property, M&C # 06-15-13. (Wallace)**
15. **Presentation and Discussion Related to the Creation of a Crime Control and Prevention District as Authorized by Chapter 363, Local Government Code, with Possible Direction to Staff, M&C # 06-16-13. (City Attorney Zech)**

Discussion Agenda

16. **City Manager's Report (Longoria)**
 - a. **Status/Update on the Evers/Huebner Road Traffic Improvements.**
 - b. **Report on the July 4th Parade and Celebration.** Event information: Leon Valley Community Center, 6427 Evers Road, from 10 a.m.to 2 p.m. Texas State Senator Leticia Van de Putte and State Representative Justin Rodriguez are the Grand Marshals for the Leon Valley July 4th Parade.
 - c. **Monthly Departmental Meeting Reports.**
 - d. **Future Agenda Items.**
 - 1) **Report on the Pilot Recycling Project from The Ridge Homeowners Association, July 16.**
 - 2) **Schedule of Fiscal Year 2014 Budget Workshop Meetings, July 16.**
 - 3) **Order Special Elections to be Held on Next Uniform Election Date - November 5, 2013, August.**
17. **Citizens to be Heard.**
18. **Announcements by the Mayor and City Council Members.** At this time, reports about items of community interest regarding which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

- **July 4th Parade and Celebration**, Leon Valley Community Center, 6427 Evers Road, from 10 a.m. to 2 p.m. Texas State Senator Leticia Van de Putte and State Representative Justin Rodriguez are the Grand Marshals for the Leon Valley July 4th Parade.
- **July 6th Walk & Talk with the Mayor**, meet at the Leon Valley Public Library Porch at 8:30 a.m. for a walk to the Silo Property located on Huebner Road. Bring water to counter the heat and wear comfortable shoes for the walk.

Executive Session

19. The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).
20. Adjourn.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other City boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of other City boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of other boards, commissions and/or committees of the City, whose members may be in attendance. The members of other City boards, commissions, and/or committees may not participate in discussions on the items listed on the agenda, which occur at the meeting, and no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that City board, commission or committee subject to the Texas Open Meetings Act. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on Friday, June 14, 2013, by 11:30 a.m., and remained posted until after the meeting(s) hereby posted concluded. This notice was likewise posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.




 Janie Willman, City Secretary

Agenda Item 2

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013

M&C # 06-06-13

TO: MAYOR AND CITY COUNCIL

**SUBJECT: BANDERA ROAD SUPERFUND SITE COMMUNITY ADVISORY
GROUP PRESENTATION**

PURPOSE

The Bandera Road Superfund Site Community Advisory Group will be making a presentation to the City Council on June 18 providing information related to the status of the Environmental Protection Agency activities.

FISCAL IMPACT

Not applicable

S.E.E. IMPACT

Social – Not applicable

Economic Development – Not applicable

Environmental Stewardship – Cities that demonstrate and promote an earth-friendly, healthful environment ensure their environmental sustainability for generations to come.

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING COMMENTS:_____

ATTEST:

Janie Willman, City Secretary

**Bandera Road Groundwater Plume
Superfund Site
Community Advisory Group**

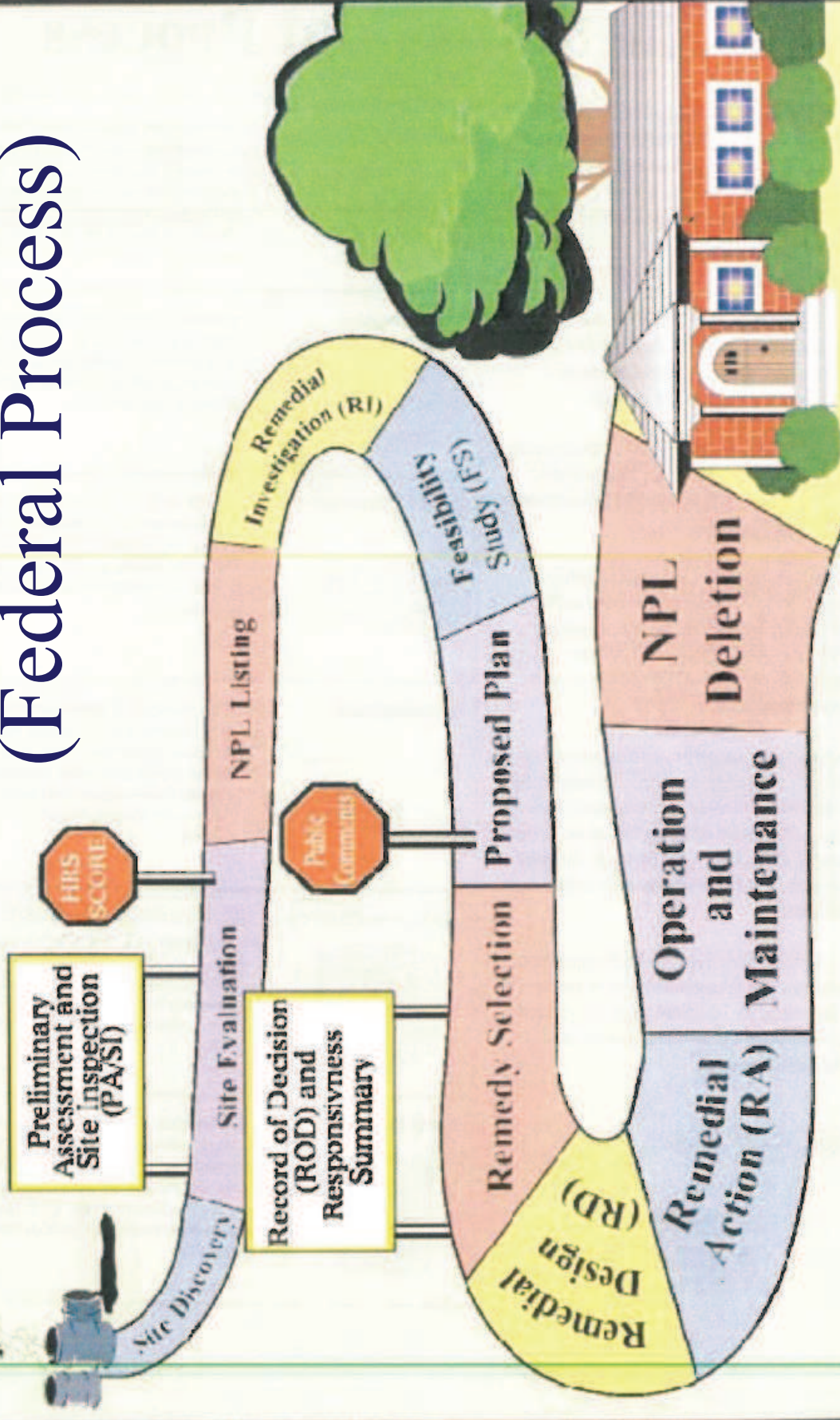
Report to Leon Valley City Council

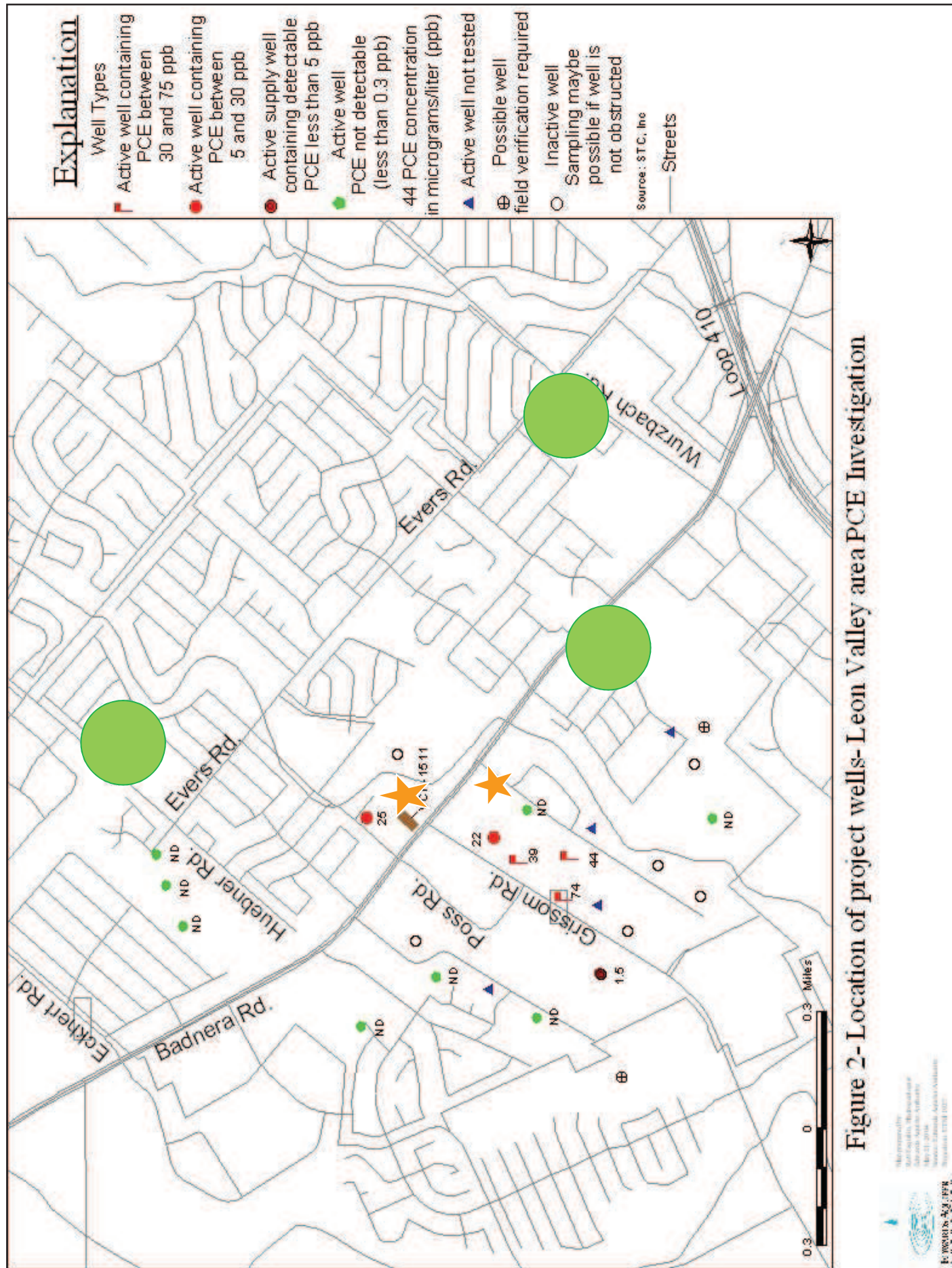
June 18, 2013

John Hoyt, CAG Chairman

The Superfund Process

(Federal Process)



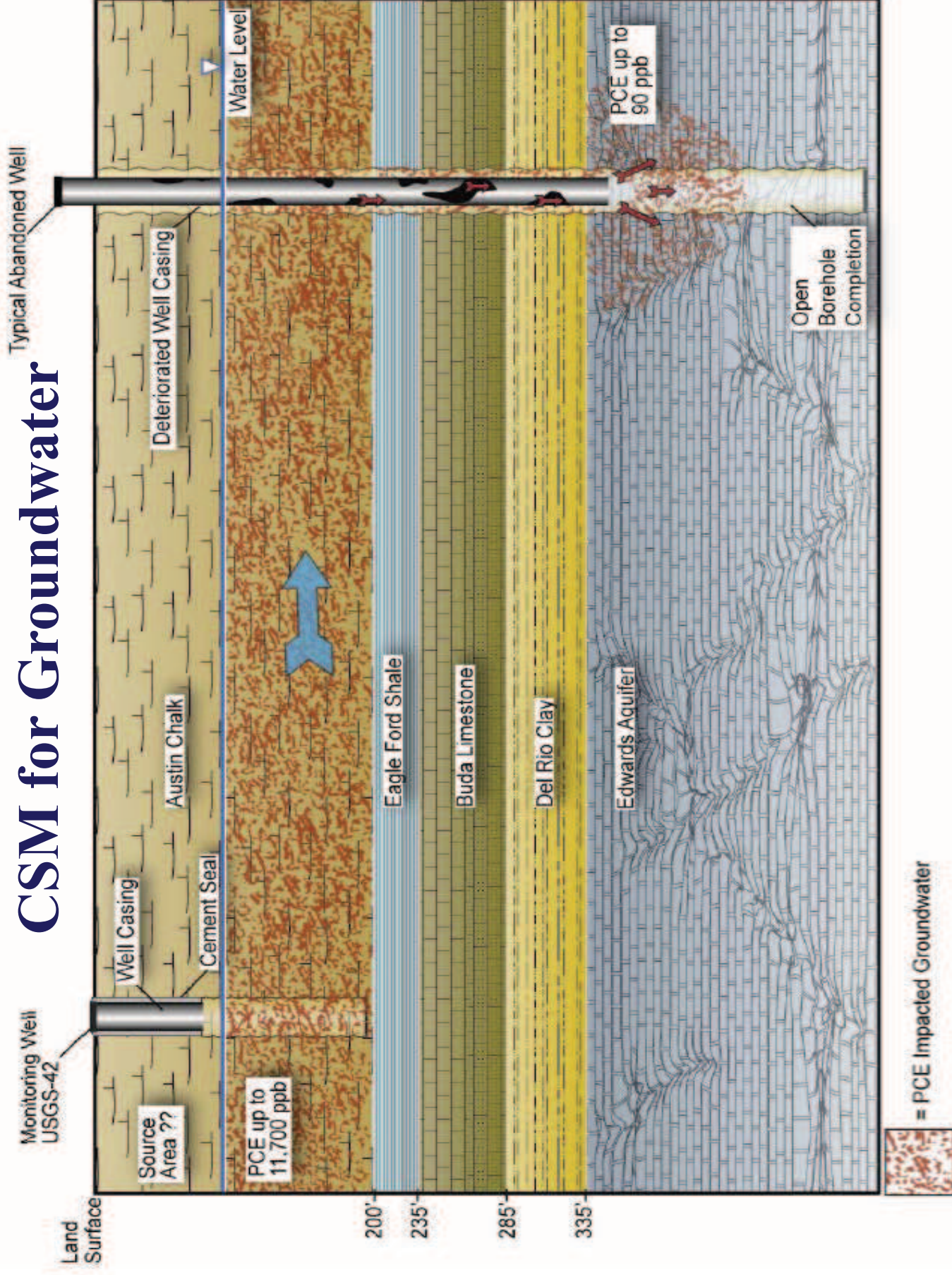


Bandera Road Superfund Site

Background Information

- Groundwater contamination first found in Edwards Aquifer in 2004 (near intersection of Poss and Bandera Road)
- Primary contaminants are volatile organic compounds (VOCs) in groundwater and vapors
 - Tetrachloroethene (PCE) is primary VOC present
- 2004 to 2007 - TCEQ performed risk abatement and hazard ranking for NPL acceptance

CSM for Groundwater



Bandera Road Superfund Site Background Information (contd.)

- Site added to NPL in March 2007
- EPA investigated site 2007 – 2011
- EPA prepared RI/FS documents 2010 – 2011
- EPA prepared Proposed Plan (draft Record of Decision or ROD) in 2011

Bandera Road Superfund Site

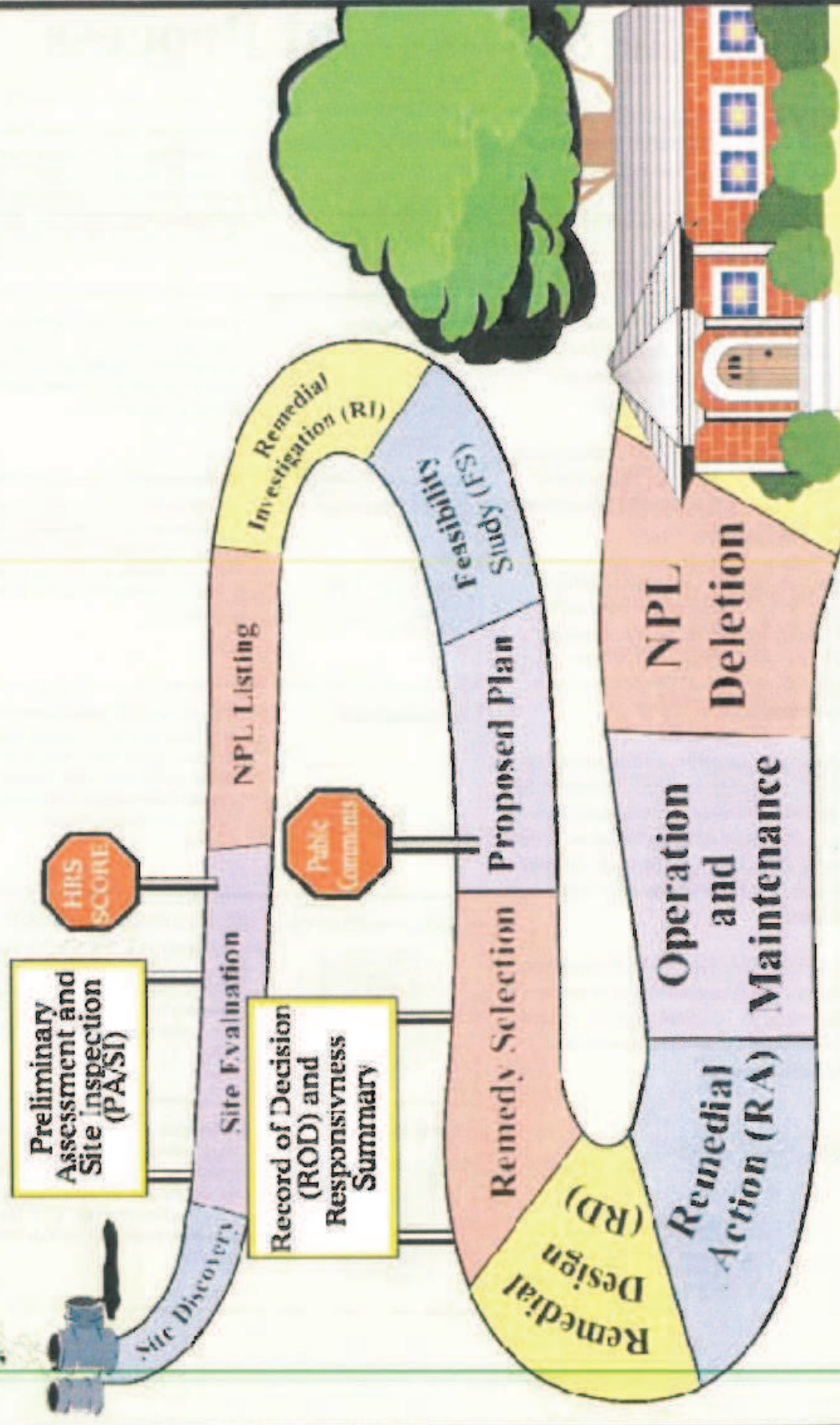
Background Information (contd.)

- Public comment period on Proposed Plan closed in October 2011 – since then:
 - EPA worked with PRPs who wished to collect and submit additional data
 - EPA and TCEQ have been negotiating ROD
 - EPA now estimates ROD to be finalized in August 2013
 - Remedial Action will begin after ROD finalized

EPA Activities for 2012 - 2013

- In 2012
 - Continued data through May 2012
 - Sampled City wells and monitoring wells
 - Sampled vapors in select buildings
 - Worked with PRPs and TCEQ on ROD content
- In 2013
 - Plan to perform sampling event in June
 - Once **ROD** finalized:
 - Begin remedial design and some remedial action – depends on PRP negotiations **

The Superfund Process



Remedial Investigation (RI) Report

AOI 5

AOI 4

AOI 1

AOI 2

AOI 3

RI identifies AOI 1-5



Residence

AOI 1 - Identified Risks

Apartments

DW-408

DW-410

DW-403

DW-416

DW-415

B2

B1

B3

USGS-42

Former Dry Cleaners

Source Area 1

• Vapor Intrusion

• Impacted Soil

• Austin Chalk
(Northern Plume)



AOI 2 - Identified Risks

Austin Chalk
(Southern Plume)



RI Report (contd.)

- AOIs 3, 4, 5
 - EPA may do more in these areas, not considered significant sources or risks
- Tone of RI is:
 - Six Edwards wells were plugged, plug additional Edwards wells if needed
 - Most future work will be to address vapors and Austin Chalk groundwater

Feasibility Study (FS) Report

FS Report

- Screening of remedial alternatives
 - Nine criteria used in screening process
- Supports remedy selection for ROD

FS – Nine Evaluation Criteria

1. Overall protection of human health and the environment.
2. Compliance with Applicable or Relevant and Appropriate Requirements (ARAR)
3. Long-term effectiveness and permanence
4. Reduction in toxicity, mobility or volume through treatment
5. Short-term effectiveness
6. Implementability (technical and administrative)
7. Costs
8. State acceptance
9. Community acceptance

FS Report (contd.)

- For groundwater treatment, considers:
 - No further action
 - Limited action – MNA
 - Municipal water supply – connecting residents
 - In-situ bioremediation – Austin Chalk groundwater
 - Pump and treat – Austin Chalk groundwater
 - Evaluate wells with unknown completions
 - Numerous wells in the plume area with unknown completions due to obstructions, etc.
 - Numerous known former wells that were covered during development

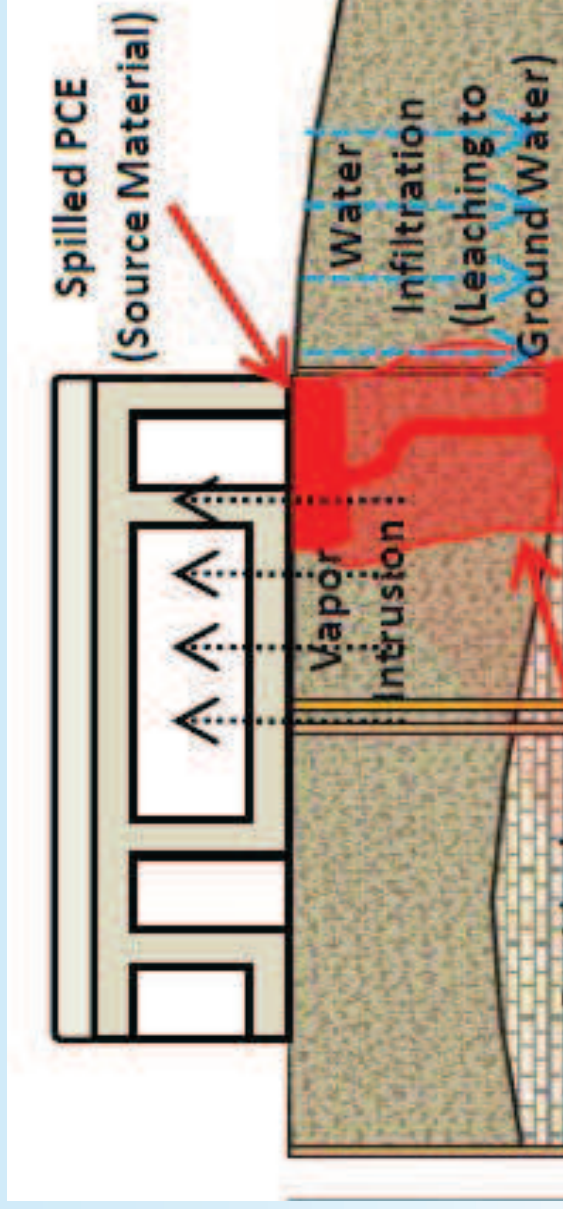
FS Report (contd.)

- For vapor treatment, considers:
 - Indoor air monitoring in area buildings.
 - Remove soils in AOI 1
 - “De-pressure” source areas (SVE)

Proposed Plan

- Proposes INITIAL remedial alternatives
- Public Comment Period closed October 2011
- EPA and TCEQ working to finalize ROD
- Final ROD expected August 2013

Indoor Air Alternatives (AOI-1 Building B1)



Alternative VI-1: No Further Action

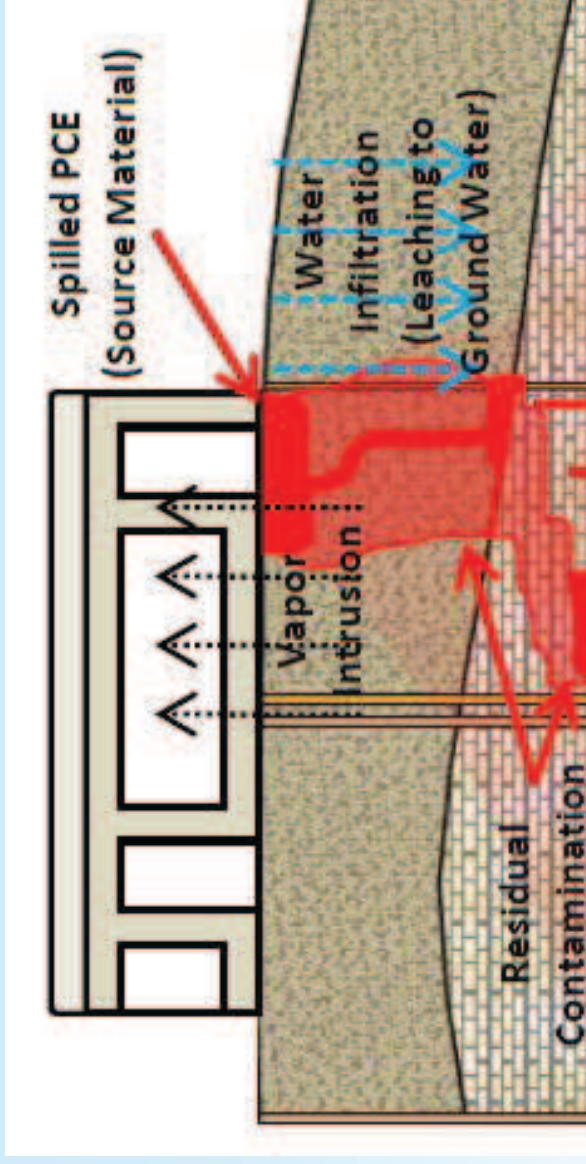
Alternative VI-2: Limited Action (\$84,000)

Alternative VI-3: Positive pressure system (\$249,000)

Alternative VI-4: Membrane/sealant with vapor ventilation (\$237,000)

Alternative VI-5: Sub-slab depressurization system (\$191,000)

Soil and Subsurface Soil Remedial Alts.



Alternative S-1: No further action

Alternative S-2: Limited Action (\$70,000 per area)

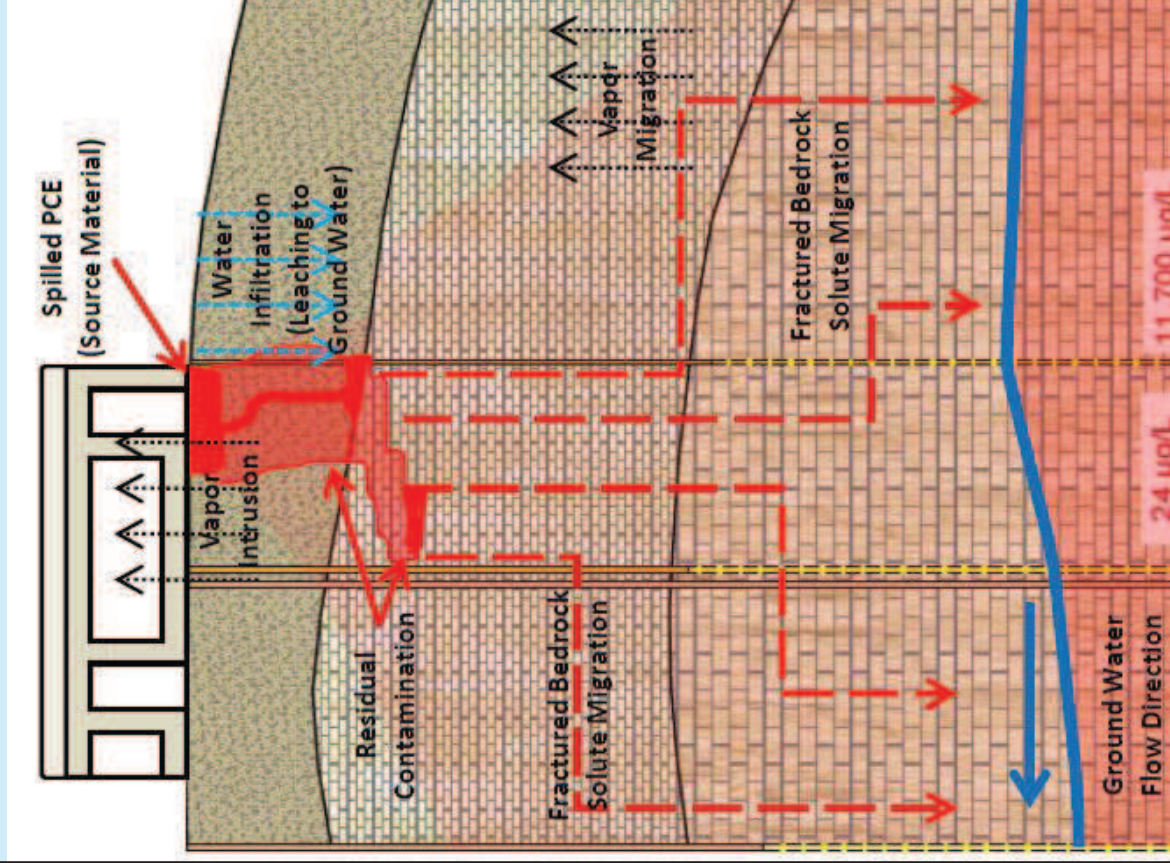
Alternative S-3: Excavation and off-site disposal

(Source Area 2 -\$725,000)

Alternative S-4: Soil Vapor Extraction

(Source Area 1 -\$1,039,000)

Vadose Zone Bedrock Remedial Alts.



Alternative B-1: No further action

Alternative B-2: Limited
Action (\$83,000 per
source area)

Alternative B-3: Soil Vapor Extraction (\$2,928,000)

Alternative B-4: *In situ*
desorption \$14,433,000)

Ground Water Remedial Alternatives

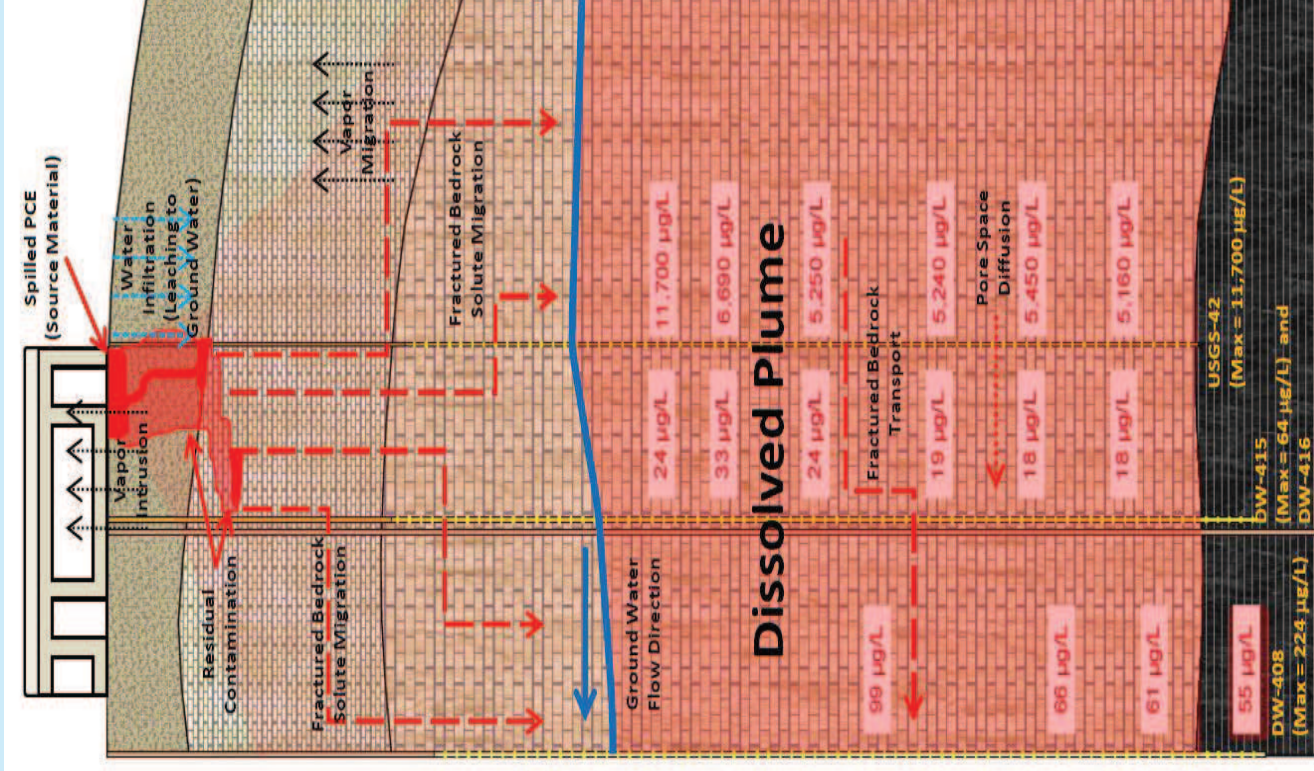
Alternative GW-1: No further action

Alternative GW-2: Limited Action (\$317,000 per area)

Alternative GW-3: Municipal water supply (\$445,000 per area)

Alternative GW-4: *In situ bioremediation (includes ICs and P&A wells - \$4,773,000)*

Alternative GW-5: Pump and treat (\$14,630,000)



Proposed Plan →→→Finalized ROD

- EPA indicates preferred alternatives in Proposed Plan have changed very little – edits to date are administrative in nature
- CAG doesn't expect final ROD to contain any surprises

Community Advisory Group (CAG)

Background Information

- CAG formed by Council Resolutions in 2007
 - CAG serves as a City Advisory Group
- CAG is also an EPA process used to facilitate community involvement in Superfund Site decisions

CAG Background (Contd.)

- CAG supported by City:
 - Receive assistance from City staff
 - City provides meeting facilities
 - City posts CAG information on City web site
- CAG supported by EPA's TASC Program
 - TASC = Technical Assistance Services for Communities
 - Site TASC PM is Dr. Eric Marsh with Skeo Soln.
 - TASC prepares site newsletters and provides technical review of EPA documents

CAG Background (Contd.)

- CAG membership
 - 16 regular members
 - 8 resource members (non-voting)
 - Members include:

COLV citizens (8)	Office of Leticia Van De Putte
EAA	TCEQ
SAWS	EPA and EPA Contractors
NISD	City of Leon Valley staff
AACOG	Texas Dept of Health Services
Bexar County	Metro Health Dept

CAG Background (Contd.)

- CAG activities:
 - Quarterly meetings (Jan. Apr. Jul. and Oct)***
 - Receive quarterly updates on EPA activities and comment as needed
 - Edit biannual newsletters
 - Newsletters on City Web Page under link titled “**EPA/CAG News Bandera Road Superfund Site**”
 - Provide comments on EPA documents

2013 CAG Report

Questions?

John Hoyt, P.G.

CAG Chairman

jhoyt@edwardsaquifer.org

(210) 222-2204

Agenda Item 4a

CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS MAY 31, 2013

The City Council of the City of Leon Valley, Texas met on the 31st day of May, 2013 at 12:30 p.m. at the Leon Valley Conference Center located at 6421 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

SPECIAL CITY COUNCIL PLANNING WORK SESSION, 12:30 P.M.

1. **Call the Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present.** Mayor Riley called the Special City Council Meeting to order at 12:30 p.m. with the following City Council Members in attendance: Ruiz, Reyna, Diaz, Dean, and Biever.

City staff in attendance: City Manager Longoria.
2. **Discuss Meeting Expectations.** The Mayor, City Council, and City Manager briefly discussed that all of the topics were included in today's agenda. Also discussed is that a consensus will be reached by the work session's end and staff will be given direction.
3. **Review and Status of the Goals Set Last Year**
 - A. **Discuss Update of the 2010 Strategic Plan.** The Mayor, City Council, and City Manager discussed the update of the 2010 Strategic Plan from its creation through the current date.
4. **Economic Development**
 - A. **Status of Projects.** A status report of the Economic Development Projects was presented, including Items B – D.
 - B. **Town Center & BRT Transit-Oriented Development Opportunity**
 - C. **Changing the City's Economic Development Organizational Culture**
 - D. **Create City Economic Development Program.**
5. **Infrastructure**
 - A. **Street Maintenance Issues.** The Mayor, City Council, and City Manager discussed challenges related to Street Maintenance Issues. The discussion involved the update of the City's legislative bill which will allow for a suspension of the street maintenance and sales tax use tax for renewal on a ten-year basis, if not vetoed by the Governor.
 - B. **City Parks.** The Mayor, City Council, and City Manager discussed issues and challenges pertinent to the improvements for the following City Parks, as follow.
 - 1) **Natural Area**
 - 2) **Triangle Park**
 - 3) **Rimkus**
 - 4) **LC 17 Project**
 - 5) **Pocket Park at Silo Property**
6. **Communications**
 - A. **Create "Coffee with the City Council" Public Gathering.** It was noted that some members of the public may not want to walk or be able to walk in order to participate in the current Walk with the Mayor. City Council Members also noted they would like

Agenda Item 4a

CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS MAY 31, 2013

to see the public component expanded to allow the entire City Council to participate in a relaxed setting without specific meeting time restrictions.

B. Avoidance of Labels / Expectations

The more we advertise our 'green' initiatives, the less businesses may want to come. In our branding, we should use an outward image.

7. Governance

A. City Council Meeting Schedule. The City Council discussed reducing City Council meetings from two to one per month as a means of efficiency. The consensus reached was to check out the legal requirements and logistics, run the concept by the City's Department Heads and to do a trial period in the Fall.

B. Agenda Review Process. There were some questions raised about the City Council having greater input into the Agenda Review Process. It was noted that producing the agenda already requires significant input from the Mayor, the City Manager, and the City Attorney. Expanding the input process may make the agenda packet production even more challenging to complete with too much additional input. The City Council reviewed the process for adding items to the agenda under the City Council Rules of Conduct.

C. Issues Related to Waiver of Attorney/Client Privilege. Discussed issues related to the liabilities that can be created related to the City Council waiving its Attorney/Client Privilege.

8. Budget

A. Fiscal Year 2014 General Fund Budget. Discussed the pertinent considerations related to developing the City Manager's proposed budget for Fiscal Year 2014.

B. Identification of New Revenue Sources. Discussed the potential for new revenue sources as noted below.

1) **Sales Tax Projections**

2) **Crime District & Economic Development Tax.** Discussed the possibility of calling a Special Election to allow the City's voters to determine if they are interested in a Crime Prevention and Control District versus increasing the City's Economic Development Tax.

(a) **Call for Election.** Discussed the next uniform election date as being in November 2013 for a special election.

9. City Manager Expectations

A. Establish Priorities and Focus for City Management Team. The Mayor, City Council, and City Manager established a list of priorities and focus for the City Management Team for the next 12 months.

10. **Adjourn.** Mayor Riley adjourned the meeting at 4:20 p.m. without objection.

Mayor Chris Riley

Agenda Item 4a

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
MAY 31, 2013**

ATTEST:

Janie Willman, City Secretary

Agenda Item 4b, 4c

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JUNE 4, 2013**

City Council of the City of Leon Valley, Texas met on the 4th day of June, 2013 at 5:30 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the the purpose of the following business, to-wit:

SPECIAL MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 5:30 P.M.

1. **Call the Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present.** Mayor Riley called the Special City Council Meeting to order at 5:30 p.m. with the following City Council Members in attendance: Ruiz, Reyna, Diaz, Dean, and Bieber.

City staff in attendance: City Manager Longoria and City Secretary Willman.

2. **Executive Session in Accordance with the Texas Government Code**
 - A. The City Council convened in Executive Session at 5:30 p.m., pursuant to Section 551.074, Personnel Matters – To conduct Interviews with prospective board candidates for the Leon Valley Economic Development Corporation (LVEDC), M&C 06-01-13.
 - B. The City Council reconvened into Open Session at 6:48 p.m. and considered action resulting from the Executive Session;
 - 1) Action on an ordinance regarding the appointment of a member to the LVEDC, M&C # 06-01-13.1.

Motion by Councilman Reyna and second by Councilman Diaz to appoint Rudy Garcia in Place 2 of the Leon Valley Economic Development Corporation Board of Directors. Voting Aye: Ruiz, Reyna, Diaz, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted Ordinance No. 13-023 - An Ordinance of the City Council of the City of Leon Valley Providing for the Appointment of a Member to the Board of Directors of the Leon Valley Economic Development Corporation (LVEDC). [(Section 2. That the following individual is appointed as a Member of the Board of Directors to the Leon Valley Economic Development Corporation as follows by Place Number: Place 2 – Rodolfo “Rudy” Garcia) who shall serve in Place 2 until September 30, 2014.]

- 2) Authorize the staff to take action as directed in the Executive Session.
- 3) Take no action at this time.

3. **Adjourn.** Mayor Riley adjourned the meeting at 6:49 p.m. without objection.
-

REGULAR MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 7 P.M.

1. **Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance.** Mayor Riley called the Regular City Council Meeting to order at 7p.m. with the following City Council Members in attendance: Ruiz, Reyna, Diaz, Dean, and Bieber.

Agenda Item 4b, 4c

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JUNE 4, 2013**

City staff in attendance: City Manager Longoria, City Attorney Zech, City Secretary Willman, Economic Development Director Mora, Interim Fire Chief Valdez, Interim Assistant Fire Chief Lawson, Police Chief Wallace, and Public Works Director Vick.

Councilman Ruiz led the assembly in the Pledge of Allegiance.

2. **Firewise Communities USA Designation and Presentation.** Interim Fire Chief Valdez introduced Mr. Patrick Allen, Firewise Coordinator, Texas A&M University Forest Service), and Will Bettner, the Project Manager with Texas A&M University Forest Service,

Councilman Dean thanked Interim Fire Chief Valdez for completing the Defensible Space Project at the Natural Area and qualifying the City in obtaining its designation as a Firewise Community USA Designation. Mr. Allen presented Interim Fire Chief Valdez with a sign that will be erected along the City's right-of-way and Mr. Bettner presented the Interim Fire Chief with a framed poster related to the Firewise Community designation.

3. **Citizens to be Heard and Time for Objections to the Consent Agenda.** There were no objections to the Consent Agenda.

Citizens to be Heard. Amanda Kyle, 6430 Huebner Road, reported the flooding that occurs since 2006 when a Buddhist temple did landscaping; moving trees, digging holes in which to put the trees and landscaping debris, and built an asphalt parking lot on their land which changed the topography of the land leading to flooding issues for a number of homes located at Huebner Road near Sawyer Road. Ms. Kyle noted that due to the flooding that started after the improvements made by the Buddhists in 2007, she installed gutters and improved drainage in her backyard because she lives in a low area. She stated that Mary Hale, a neighbor, brought the matter to the attention of the Buddhists. Since then, trenches were dug behind the fencing but reported that the trenches have become filled with debris. She noted further that with the May 25 flooding that occurred from the significant rainfall, she had taken photos of the affected properties. She concluded that the homeowners don't know what to do. The affected homeowners decided to address the City Council asking for assistance or guidance as to what can be done. She noted that she had checked with persons who have lived in the neighborhood for 30 plus years who affirmed that the flooding problem started after the Buddhists made landscaping improvements in 2006 – 2007. She noted that she had emailed Community Development Director Flores and Public Works Director Vick just a recently as the Friday preceding tonight's City Council Meeting. She distributed photos of the flooding.

Carol Hardy addressed the City Council on behalf of her mother, Mary Hale, 6422 Huebner, who was in the City Council Chambers. Ms. Hardy also noted that the flooding issues resulted since the improvements were made in the 2006 timeframe. She detailed the history of the property before it was acquired by the Buddhist monks for a temple and the landscaping improvements that were made including ripping up trees, leveling the land, and building a parking lot at the top of the hill which changed the topography of the land leading to the natural runoff of water creating a storm drainage water flow

Agenda Item 4b, 4c

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JUNE 4, 2013**

directly down the hill off the parking lot onto the five houses in the neighborhood. She reported that flooding occurred in 2007, in October 2011, in February 2012, and on May 25, 2013. She noted that there are civil laws that say that people are liable for the natural runoff they create; that they have a responsibility. She noted that several of the neighbors had written letters to the Mayor and City Council Members. She reported that some of the affected property owners had spoken with the head of the Buddhist order in Austin. The response was to dig the trenches without opening at either end. Now that the trenches are filled with debris, the water runs over the top through the fencing and onto backyards of neighboring homes. She noted that Ms. Hale has had several thousands of dollars in damages resulting from the flooding each time it occurs. She stated that the City Council has a responsibility to enforce the natural runoff of the water. She concluded by stating that the Buddhists should be made to do some repairs or changes that will positively impact the natural runoff. Ms. Hardy distributed photos of the flooding.

Vernon Shettle, 6426 Huebner, noted he has lived in Leon Valley at the same address for 32 ½ years. For the first 25 years, there was no water buildup to speak of. After the Buddhists made the landscaping improvements in 2006, flooding has occurred in an enclosed patio/porch on his property although there has not been any flooding in his home. He confirmed knowledge that Ms. Hale's home has continually flooded as the previous speaker noted. He noted that he and the neighbors tried to bring the flooding to the attention of the City Council in 2007 and that only Councilman Reyna had responded. He reported that he did not hear from anyone else on the City Council or from the City Manager at the time. He concluded his remarks by asking for assistance and that the neighbors are turning to the City Council first.

Cindy Shenk, 5713 El Verde, addressed the City Council noting that she has lived on El Verde Road her entire life. She referenced that she lives towards the end of the street. She reported concerns with the fact that no sirens went off with such a heavy rainfall as occurred on May 25 and May 26. She called the Leon Valley Police Department at 9:34 a.m. for what she regarded as an emergency because she and her husband were cut off from evacuating from their home on El Verde towards Bandera Road. She repeated what she reported was the conversation she had with the Police Dispatcher about the gate at the end of El Verde Road being locked blocking off their only other evacuation route. Ms. Shenk stated that the Police Dispatcher informed her unlocking the gate was at the discretion of the Fire Department to take care of. Ms. Shenk stated that she repeated that some of the neighboring homes had water in them with no way out El Verde Road and that they would have to evacuate through the locked gate. Ms. Shenk stated the Police Dispatcher repeated the statement about the Fire Department adding it sounded to her that there seemed a lack of concern. Ms. Shenk asked for the telephone number for the Fire Department so she could convey her emergency directly and was told she could not have the telephone number. She addressed the City Council stating that it was not for the Police Dispatcher to determine what the emergency was. She concluded her remarks reporting that she met with Police Chief Wallace on Tuesday, May 28 and had a very nice conversation with him. She was informed that the recording devices were broken. She stated that she doesn't understand why the City doesn't have equipment that is working and that she does not think the Police Dispatcher's tone was appropriate. Ms. Shenk shared some pictures of the flooding.

Agenda Item 4b, 4c

CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS JUNE 4, 2013

Consent Agenda

Motion by Councilman Reyna and second by Councilman Biever to approve the Consent Agenda Items 4, 5, and 6. Voting went as follows: Ayes: Ruiz, Reyna, Diaz, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

4. Consider Approval of the Special and Regular City Council Meeting Minutes of May 21, 2013.

A. Special City Council Meeting of May 21, 2013, 5:30 p.m.

B. Special City Council Meeting of May 21, 2013, 6:15 p.m.

C. Regular City Council Meeting of May 21, 2013, 7:00 p.m.

Approved the City Council Meeting Minutes of May 21, 2013, for both Special and one Regular City Council Meetings.

5. Consider Action on City Board, Commission, and Committee Appointments, M&C # 06-02-13.

Appointed Herman Segovia to the Branding/Identity Subcommittee and appointed Kathy Hill to the Festivals Subcommittee, by minute order.

6. Consideration Action Approving an Ordinance Adopting the Texas Department of Transportation's (TxDOT) Quality Assurance Program for Consideration (QAP) for the Purpose of Obtaining Future Transportation Related Grant Funds from TxDOT, M&C # 06-03-13.

Approved the ordinance adopting the Texas Department of Transportation's (TxDOT) Quality Assurance Program for the purpose of obtaining future transportation related grant funds from TxDOT.

Adopted Ordinance No. 13-024 - Approving and Adopting the Texas Department of Transportation's (TxDOT) Quality Assurance Program for Construction for the Purpose of Entering Into Future TxDOT Federal Highway Grant Programs

Regular Agenda

7. Election of the Mayor Pro Tem, M&C 06-04-13. Motion by Councilman Dean and second by Councilman Diaz to elect Councilman Reyna as the Mayor Pro Tem for 2013-2014 effective June 5, 2013. Voting went as follows: Ayes: Ruiz, Reyna, Diaz, Dean, and Biever. Nays: None. Mayor Riley announced the motion carried.

8. Consider Action Amending Ordinance 12-008 that Established the 2012 Bond Program Oversight Committee, Amending the Committee Structure and Membership, Appointing Two City Council Liaisons to the Bond Oversight Committee, and Appointing a Chairperson to the Bond Oversight Committee, M&C # 06-05-13. Following a presentation by City Manager Longoria, which detailed that the amendment is needed to update the City Council liaisons following the changes in the City Council after the May General Elections, the City Council considered action, as follows.

The City Council asked if staff had inquired if there was any interest by other Committee Members in serving in the leadership position. The City Manager noted that the

Agenda Item 4b, 4c

CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS JUNE 4, 2013

question had not been asked. He suggested that the Bond Oversight Committee meet and perhaps bring back the item. There was some City Council discussion about called meetings and the need to appoint a chair in the event that something the Bond Oversight Committee needs to attend to occurs. Mr. Longoria noted that the Bond Oversight Committee has a vice-chair, Olen Yarnell, if the need arises.

Councilman Dean noted that Pedro Esquivel had said he would take the chairman position and therein placed Mr. Esquivel's nomination for consideration by the City Council. Councilman Reyna seconded the nomination of Pedro Esquivel. Voting Aye: Ruiz, Reyna, Diaz, Dean, and Bieber. Mayor Riley announced the motion carried.

Motion by Councilman Reyna and second by Councilman Bieber to adopt an ordinance amending Ordinance No. 12-008, Chapter 1 "General Provisions, Article 1.06 "Boards, Commissions and Committees" of the City of Leon Valley Code of Ordinances, Section, 1.06.02, 2012 Bond Program Oversight Committee; amending the Committee Structure and Membership, Appointing Two City Council Liaisons, and Appointing a Chairperson [Councilmembers Jack Dean and Abraham Diaz, and Pedro Esquivel as Chairperson.]

Voting Aye: Ruiz, Reyna, Diaz, Dean, and Bieber. Nay: None. Mayor Riley announced the motion carried.

Adopted Ordinance No. 13-025 - An Ordinance amending Ordinance No. 12-008, Chapter 1 "General Provisions, Article 1.06 "Boards, Commissions and Committees" of the City of Leon Valley Code of Ordinances, Section 1.06.03, 2012 Bond Program Oversight Committee; Amending the Committee Structure and Membership, Appointing Two City Council Liaisons, and Appointing a Chairperson. [Committee Structure and Membership, Section 2) Council Member Jack Dean and Council Member Abraham Diaz are hereby appointed to serve as the BOC Committee Liaisons, Section 3) Effective with the adoption of this ordinance amendment, the Chairperson shall be Pedro Esquivel.]

Discussion Agenda

9. City Manager's Report (Longoria)

- A. Presentation Reporting on the Weekend Flooding in the City of Leon Valley and Discussion of Drainage Problems. The City Manager acknowledged that as the citizens discussed during the Citizens to be Heard component of the agenda, the City experienced some serious flooding over the weekend. He scheduled a report from the Fire Department, the Police Department, and the Public Works Department, so the City staff could report on what happened, and how the situation was handled. Interim Fire Chief Valdez reported the rainfall officially for the area was 9.87 inches, the second most rainfall in the area's history. It is the largest rainfall incurred in May. In 1998, the rainfall was 11.26 inches of rain. There were four homes evacuated, no loss of life or injury reported. We had 12 incidents during the time of the flood, to assist the public, to activate alarms, provide emergency management services, and do welfare checks. We had five homes confirm water inside the living area; we had several homes with water in garages throughout the City. The flooding resulted in a joint disaster area declaration by Bexar County and San Antonio. What this means to Leon Valley

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JUNE 4, 2013**

is that we've done a damage assessment. We're submitting that loss with them to try to recuperate some federal funds for reimbursement for any loss. In monitoring the weather, the floodgates at Poss and Evers were closed right before 6 p.m. Between 6 p.m. and 7 p.m., Poss Road flooded from the Little League entrance to Evers Road including Alley Kinman Road including Public Works. Mr. Valdez detailed the timeline relating activities that the Fire Department took. He noted that the gate at El Verde was opened right before 10 a.m. When the Fire Department responded, the gate was closed; with some debris that had washed up against the chain link fence backing-up the water. He stated the Fire Department immediately opened the gate and called for a full crew to bring some water vacuums and equipment to get the water out of the homeowner's house. He noted that from that point on, the Fire Department monitored the gates until everything was opened. Photos were shown that reflected the flooding in various parts of the City. The amount of the water and the intensity with which rainfall came down resulted in the flooding problems. He reported that the Fire Department met with Bexar County Flood Control. The Fire Department removed the chain link from the fence and erected a sign on the gate to indicate its location. Police Chief Wallace reported that two officers came in at 6 a.m. One of the officers drove down Poss Road about 5:30 a.m. She was able to make the route at that time. He noted further that two officers on duty with help from the Fire Department and from the Public Works Department handled the situation. Chief Wallace reported that some residents called in about deer going down the creek during the flooding in addition to concerns about animals in backyards as well. Public Works Director Vick reported that rain during the preceding weeks that saturated the ground and runoff from streets contributed to the flooding. He noted that the Public Works Department did what it could when it could. He detailed damage at Raymond Rimkus Park and in the surrounding area. He noted that the Park had to be closed for an entire week due to the water still on Park grounds. He reported that the Park was restored. There were \$5,636 in repair materials. The Public Works staff hours amounted to 408 staffing hours of on-duty time with 6 hours of overtime. The City Council asked where the staff costs were absorbed. Mr. Vick stated the City is hoping to be part of the reimbursement from FEMA funding. He noted that the Public Works also monitored the weather conditions on Friday afternoon. The City Council asked if there were other parks damaged for which the Public Works Department is responsible. Mr. Vick acknowledged that the Public Works Department is aware of the problem caused by the Buddhist monks' [changes]. He noted that the City has tried over the years to work through the situation, including having the ditches dug as a preventative measure. He noted that at the time the City of Leon Valley did not have a Stormwater Program in place. Since that time, the City now has a Stormwater Program in place which will allow the City to address the situation resulting from the changes to the land that allows water to runoff and impact someone else. He noted that his hope is to get some engineering to resolve the runoff. He noted that there are some homes that are affected that short of digging up an alley to create a swell, there is nothing the City can do. The City Council asked if the flooding count included the homes flooded on Huebner. Staff responded that it did not include the homes on Huebner. It was noted that the City is impacted by apartment units built in the City of San Antonio along Huebner Creek to some extent. Mr. Vick noted there

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are retention ponds but with the level of rain that fell, the retention ponds overflowed. Councilman Diaz noted he received an email the day of the flooding from a resident on El Verde Road related to flooding and that the gate was not opened. Councilman Diaz noted that he asked in his email if there was a protocol to open the gate. He acknowledged the situation involving the gate which belongs to Bexar County and asked if the situation with the gate being locked had been resolved as heavy rains can occur within an eight hour period in Texas at any time. He noted concern about an evacuation route on El Verde Road and a protocol plan to open the Bexar County gate when flooding results in flood gates in other parts of the City to be closed. Councilman Diaz continued his inquiry asking if Bexar County had been called regarding maintenance on the surrounding land so that the water flows through faster. He noted that the City's right-of-way had been overgrown as well. He noted there was a lot of debris along El Verde Road following the flooding. He asked if there was a way to get the citizens' lives back to normalcy by cleaning up their areas first before cleaning up the City's park. Mr. Longoria reported that the 38 acres surrounding the Bexar County gate on El Verde needed is owned, maintained, and controlled by Bexar County. The Fire Department in a typical situation with rain will go out and open the gate, that is part of the protocol. He noted that what happened is that this was a flood that compares to the 1998 flood, with persons stranded in the water. Mr. Longoria noted that the City's Fire Department was deployed with high water rescues and evacuating homes. Mr. Longoria stated that it helps to keep in context that there was severe flooding and the City's resources were deployed. He reported that the City has met with Bexar County to clean-up the area and get the gate situation resolved. He noted the priorities are always with evacuating citizens from their homes. He indicated the City's response in terms of priority was proper; with evacuating persons first, the flood receded, then the City got into clean-up mode. He noted that part of the clean-up included the Fire Department helping citizens who had water in their home. Councilman Diaz asked if it is possible to split the crews up. Mr. Longoria asked that the discussion about the matter be done off-line. Councilman Ruiz asked if there were any businesses affected. He reported that his business was flooded. Mr. Vick noted that that possibly one other business was affected. There was brief discussion about changes by private property owners who have made changes to their land which may be impacting Councilman Ruiz' business as well as possibly another business in the area.

- B. Report on Upcoming Training Opportunities. Mr. Longoria reported on the various training opportunities conducted by the Alamo Area Council of Governments, the Texas Municipal League and the Hogwild 2013, an annual legal work session conducted by Denton, Navarro, Rocha, and Bernal on June 28 by professionals. He noted that this year's event features amongst others, Jeff Chapman related to public construction procurement. There will be other legal topics included as well.
- C. Report on City Branding. Mr. Longoria noted that he reported to the City Council on Friday at the City Council – City Manager Retreat about the progress on branding. He noted he emailed the logos and seals to the City Council. He noted that the timeframe for bringing back information to include a public

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component during a City Council Meeting in June or July. He noted also that the next Branding Subcommittee Meeting will be posted in the event that a quorum or more of City Council Members want to attend on June 12. He also noted that the City Council is scheduled to have a formal picture taken on June 18 at 5:30 p.m. as well as individual photos for the new City Council Members for placement on the City Council's webpage.

D. Future Agenda Items.

- 1) Next Quarterly Update and Dialogue between the City Council the Leon Valley Economic Development Board of Directors, June.
- 2) Bandera Road Site – CAG Presentation, June 18.
- 3) Appointments to the 2012 Bond Oversight Committee and the Leon Valley Economic Development Corporation Board of Directors, June.
- 4) Report on the Pilot Recycling Project from The Ridge Homeowners Association, June – July.

- 10. Citizens to be Heard.** Matthew Hodde, 5813 El Verde, noted his disappointment with hearing about the Police Dispatcher's response. He noted that he had similar response in the past, like why are you bothering me. He said he was not sure about the recording because every news show has recordings from 9-1-1 dispatch calls. He noted it is very important to figure out what the issue is with the recording not working here but that we need to get that fixed. He noted the 8 inch lowering of the bridge that was mentioned was great for persons upstream but that allows more water to flow in downstream. He reported that the Interim Assistant Fire Chief Lawson came down twice to listen to his and a former resident's concerns regarding what has happened through the years. They were counting on what Bexar County being well on their way or finished with their portion of the flood control project. He indicated he understands that sometimes projects stretch out and there is little that can be done. He also thanked the City Council Members who have expressed an interest in the flooding. He invited those who want to come down the street to see what is going on and he will answer questions about what happens when we do get a rain like this.

Paul Carter, 5709 El Verde, reported he came home from vacation to find his home full of water. He noted that his neighbor was present in the City Council Chambers this evening. He reported that her husband and son cleared the debris so the water would travel freely. He stated he understood that the City's Fire Department had a key to the gate to the Bexar County fence. He asked if that was not true. No siren went off despite the very heavy rainfall. He noted that although the problem with the runoff being inhibited from the overgrown vegetation is not the responsibility of the City of Leon Valley, it is the responsibility of the City of San Antonio. He noted that is their drainage easement. He acknowledged that he lives in a valley but that he is tired of trying to deal with the situation. He asked that the City of San Antonio be approached about keeping the drainage easements clean. He noted that his property has been flooded three times since 2008. He noted that he lives in the 100 year flood plain not an every year flood zone. There has to be a way to clear it so that one should be able to drive a car through it. He asked for the City's assistance with the matter.

Pedro Esquivel, 7207 Forest Meadow, thanked the Mayor and City Council for the opportunity to continue serving the citizens of Leon Valley. He noted that it will be difficult to follow the leadership of Councilman Abraham Diaz on the Bond Oversight

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Committee. But he noted that with the support of the fantastic members on the 2012 Bond Oversight Committee, he will learn and assured the Committee will do what is best for the citizens of Leon Valley.

11. Announcements by the Mayor and Council Members.

Councilman Reyna announced that the City's legislative initiative, Senate Bill 475, is still sitting on Governor Perry's desk and has not been vetoed. He congratulated Mr. Rudy Garcia and Mr. Pedro Esquivel on their respective appointments. He thanked the City Council for their vote of confidence in his selection as Mayor Pro Tem.

Councilman Diaz thanked the City Manager and the City's directors who conducted an orientation for the two new City Council Members. He acknowledged that he is glad the City staff is in charge and the City is running well because of staff. He issued a challenge after tonight's meeting to shake the hands of the firefighters for what they do. It was related to the City Council and citizens that persons go down and thank firefighters. He asked that thanks be sent to police officers through Chief Wallace as they patrol the City and are not housed at the Police Station. He thanked both the Police and Interim Fire Chiefs for their work.

Councilman Dean noted that he thought that Councilman Diaz' remarks were well said.

Mayor Riley read that on June 8 at Jefferson High School from noon to 4 p.m. in the cafeteria there will be an immigration forum conducted by Congressman Joaquin Castro. Mayor Riley asked that an agenda item be placed on the next City Council Meeting regarding flooding and what the City can do so that the dialogue can be continue.

Executive Session

- 12.** The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

There was no Executive Session conducted under this agenda item.

- 13. Adjourn.** Mayor Riley adjourned the meeting at 8:09 p.m. without objection.

Mayor Chris Riley

ATTEST:

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JUNE 4, 2013**

Janie Willman, City Secretary

Agenda Item 5

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013

M&C: # 06-07-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER PLAT CASE #2012-124, TO PLAT APPROXIMATELY 2.418 ACRES OF LAND OUT OF PARCEL 29G, ABSTRACT 741, CB 4445, TO LOT 7, CB 4445, DIRT V-MURCHISON-HUEBNER SUBDIVISION

PURPOSE

The purpose of this plat is to properly subdivide the noted parcel of land into 2.418 acres, so that they may be properly recorded by Bexar County Deeds and Records, and can be used for future retail or service-oriented development. Platting also insures proper infrastructure and utility development as well.

Please note this property was originally owned by the Murchison Family Trust and is now owned and managed by Dirt Dealers V, LLC.

FISCAL IMPACT

The applicant paid a fee of \$1,397 for consideration of this plat.

RECOMMENDATION

The City's contracted engineer Sia Sayyadi, reviewed the plat and supporting documents and found the plat to be in substantial conformance; approval is recommended.

S.E.E IMPACT STATEMENT

Social Equity – platting encourages collaborative participation by stakeholders and potential businesses.

Environmental Stewardship – platting insures that the property is properly delineated and that all water and sewer, drainage and other infrastructure is properly installed.

Economic Development – platting the property makes them usable for future retail and service-oriented development.

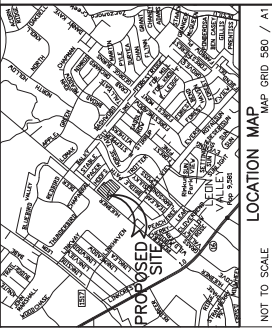
APPROVED:_____

DISAPPROVED:_____

APPROVED WITH THE FOLLOWING COMMENTS:_____

ATTEST:

Janie Willman, City Secretary



NOT TO SCALE

LOCATION MAP

MAP GRID 580 / A1

DEVELOPER/OWNER:
DIRT DEALERS V, LLC.
18618 TUSCANY STONE DR., SUITE 210
SAN ANTONIO, TX 78258

LEGEND & NOTES

- [illegible]

LINE TABLE	
LINE	LENGTH
L1	56.10"
L2	54.91 17.35"E
L3	54.05 56.45"W
L4	54.02 08.08"W
L5	54.92 23.47"E
L6	N35.26 31.7"W
L7	123.74'
L8	159.92'
L9	17.12'
L10	N40.31 19.1"E
L11	N42.28 43.3"W
L12	N43.31 19.1"E
L13	N43.31 19.1"E
L14	N43.31 19.1"E
L15	N43.31 19.1"E
L16	N43.31 19.1"E
L17	N43.31 19.1"E
L18	N43.31 19.1"E
L19	N43.31 19.1"E
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L97	N43.31 19.1"E
L98	N43.31 19.1"E
L99	N43.31 19.1"E
L100	N43.31 19.1"E

11.) THE CONSTRUCTION AND MAINTENANCE OF THE DETENTION POND WILL BE AS SET FORTH IN A CERTAIN DRAINAGE EASEMENT AND DETENTION BASIN AGREEMENT RECORDED IN VOLUME 16137 PAGE 1673 OFFICIAL PUBLIC RECORDS OF REYAN COUNTY TEXAS

THIS SUBDIVISION PLAT OF DIRT V-MURCHISON-HUEBNER SUBDIVISION
HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF
LEON VALLEY, TEXAS AND IS HEREBY APPROVED BY SUCH CITY COUNCIL.

DATED THIS _____ DAY OF _____ A.D. 2013

BY: _____ MAYOR

BY: _____ CITY SECRETARY

STATE OF TEXAS
COUNTY OF BEAR

THE OWNER OF LAND SHOWN ON THIS PLAT HEREBY CERTIFIES THAT THIS PLAT DOES NOT ALTER, AMEND, OR REMOVE ANY COVENANTS OR RESTRICTIONS.

THE OWNER OF THE LAND SHOWN ON THIS SUBDIVISION PLAT, AND WHOSE NAME IS SUBSCRIBED HERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE CITY OF LEON VALLEY, TEXAS, FOR THE USE OF THE PUBLIC FOREVER, ALL STREETS, ALLEYS, EASEMENTS, RIGHTS-OF-WAY, DRAINAGE, AND THE WATER AND SEWER LINES IN ALL OF THESE, WITHOUT COVENANTS, CONDITIONS, RESTRICTIONS, OR RESERVATIONS OF ANY KIND, FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER: DIRT DEALERS V. LLC.
BY: CRAIG SCOTT

DAILY AUTHORIZED AGENT: CRAIG SCOTT

STATE OF TEXAS
COUNTY OF BEZAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED _____ KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE OR SHE HAS SIGNED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

CRAIG SCOTT

GIVEN UNDER MY HAND & SEAL OF OFFICE THIS _____ DAY OF _____ A.D., 2013.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF BEAR
COUNTY CLERK, BEAR COUNTY, TEXAS
DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE THIS _____ DAY OF _____ A.D. _____ AT _____ M. IN THE RECORDS OF _____ OF SAID COUNTY, IN BOOK VOLUME _____ ON PAGE _____ IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE THIS _____ DAY OF _____ A.D. _____ COUNTY CLERK, BEAR COUNTY, TEXAS

BY: _____, DEPUTY

"CPS NOTES"

- [illegible]

EDU NOTE:
THE NUMBER OF WASTEWATER EQUIVALENT DWELLING UNITS (EDU'S) PAID FOR THIS SUBDIVISION PLAN ARE KEPT ON FILE AT THE SAN ANTONIO WATER SYSTEM, UNDER THE PLAN NUMBER ISSUED BY THE CITY OF SAN ANTONIO DEVELOPMENT SERVICES DEPARTMENT.

IMPACT FEE NOTE: WATER AND/OR WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR WASTEWATER SERVICE CONNECTION.

STATE OF TEXAS
COUNTY OF DALLAS

I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND

REGISTERED PROFESSIONAL LAND SURVEYOR

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____ A.D., 2013.

OFFICE: 703.610.7100 FAX: 703.610.7101
 10000 W. PARKWAY, SUITE 1000, FORT WORTH, TX 76177
 WWW.FORTWORTHTX.GOV

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT.

REGISTERED PROFESSIONAL ENGINEER
BOY I. ALONSO, P.E., CEM

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____ A.D., 2013.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF _____

I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND

REGISTERED PROFESSIONAL LAND SURVEYOR

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____ A.D., 2013.

[illegible]



City of Leon Valley City Council

Consider Plat Case No. 2012-124

June 18, 2013



Purpose

- Applicant: Dirt Dealers V, LLC.
- Approximately 2.418 acres of land
- Proper subdivision of a Parcel 29G, ABS 741, CB 4445, to Lot 7, Dirt V-Murchison-Huebner Subdivision



Fiscal Impact

- Plat Consideration - \$1,397 pd



Recommendation

- Reviewing Engineer – Sia Sayyadi
- Plat in Substantial Conformance
- Approval Recommended



City of Leon Valley City Council

Consider Plat Case No. 2012-124

June 18, 2013

Agenda Item 6

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013

M&C # 06-08-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: APPOINTING A MEMBER TO THE 2012 BOND PROGRAM
OVERSIGHT COMMITTEE

PURPOSE

The 2012 Bond Program Oversight Committee has an authorized a membership total of seven persons. A vacancy occurred with the transition of the City Council following the May 11, 2013 General Election.

An application for service has been received. Due to the ongoing urgent business decisions to be made by the Committee, the City Council is requested to consider action on this appointment with the adoption of the attached ordinance.

The following person is hereby appointed as a member to the 2012 Bond Program Oversight Committee: Ms. Kathy Hill.

Ms. Hill previously served on the Bond Oversight Committee as a City Council Liaison. Her appointment to the Committee will ensure that the knowledge acquired through that service facilitates the continued work of the Committee.

FISCAL IMPACT

N/A

S.E.E. IMPACT

Social – To ensure good stewardship of taxpayers monies by having a Committee, which reports directly to the Mayor and Council, oversee the 2012 Bond Program

Economic – N/A

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

each month at 7:00 p.m. at City Hall. There are nine (9) members on this commission.

- ☐ **Tree Advisory Board:** This seven member (7) Board with three (3) alternate members will meet to oversee the Leon Valley Tree Challenge and work toward the City's goal to plant 10,000 trees by the year 2020. Board members serve a term co-terminus with the Mayor. This Board began meeting in July 2009 and holds meetings monthly at 6:30 p.m. in Council Chambers on the 3rd Wednesday of the month.
- ☐ **Zoning Commission:** The Zoning Commission (ZC) acts as an advisory board to the City Council on land use and zoning matters. The Commission holds public meetings on all matters relating to:
- creation of zoning districts
 - enforcement of zoning regulations
 - amendments to all zoning ordinances
 - any other matter within the scope of the zoning power
- Meetings are held on the fourth Tuesday of each month at 6:30 p.m. at City Hall. There are seven (7) members and three (3) alternates.
- X** **2012 Bond Oversight Committee:** The 2012 Bond Oversight Committee is a special committee established by the City Council in 2012 seated for the express work related to the \$7 Million Bond authorized by the Leon Valley voters for the construction of municipal facilities related to Fire, Police, & City Administration support services. Applications are accepted upon vacancy and call by the Mayor & City Council for appointment consideration.

City Council Sub-Committees Formed from January 2013 Town Hall Meeting

Please check the box to the left of the Committee to indicate your interest. Thank you.

<input type="checkbox"/>	City Branding/Identity - To help determine the City's branding, logos, and identity for recommendation to the City Council
<input type="checkbox"/>	City Communications - To help determine the best uses of the City's resources for enhanced communications for recommendation to the City Council
X	City Festival(s) - To help determine and define options for future City Festivals for recommendation to the City Council

X I would like to serve on the Committee(s) I have checked above. Please contact me with further information regarding meetings and appointment.

☐ I'm not able to volunteer at this time, but perhaps in the future.

Name	Address
Kathy Hill	6326 Mary Jamison, Leon Valley, TX 78238
Phone Number	E-mail Address
210-595-8099	
Alternate Phone Number	

☐ I have felony convictions. **X** I do not have felony convictions.
This information will not disqualify you from consideration.

ORD. NO. _____

AN ORDINANCE

**APPOINTING A MEMBER TO THE 2012 BOND PROGRAM OVERSIGHT
COMMITTEE**

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
LEON VALLEY, TEXAS, THAT:**

1. The following individual is hereby appointed to the 2012 Bond Program Oversight Committee

Kathy Hill

This ordinance shall take effect immediately upon its approval, passage, and the meeting of all publication requirements under law.

PASSED and **APPROVED** this the 18th day of June, 2013.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

APPROVED AS TO FORM:

City Attorney's Office
Denton, Navarro, Rocha and Bernal, P.C.

Agenda Item 7

MAYOR AND COUNCIL COMMUNICATION

**DATE: June 12, 2013
M&C # 06-09-13**

TO: MAYOR AND CITY COUNCIL

**SUBJECT: CONSIDER ACTION ON AN ORDINANCE AMENDING THE
STRUCTURE AND MEMBERSHIP, INCLUDING CITY COUNCIL
LIAISON ASSIGNMENTS FOR THE COMMUNICATIONS, AND
SPECIAL EVENT/FESTIVAL, SUBCOMMITTEES**

PURPOSE

On January 26, 2013, the Leon Valley City Council conducted a Town Hall Meeting to consider among other business, the means by which to improve City communications, determine branding, including updating the City's identity, and to establish the basis for a future festival incorporating the elements recommended by the facilitating consultant, Mr. Mike De La Garza, arising from the public component exercises.

The City Council created the three committees: Communication, Branding, and Special Event/Festival, to function as subcommittees of the City Council with the adoption of Ordinance No. 13-009 on February 19, 2013.

Each of the three committees; communications, branding, and special event/festival will serve as a sub-committee of the City Council; with the Mayor and City Council Members fulfilling the positions of the Chair and Vice-Chair, two City Council Members (Mayor and City Council Member or City Council Member and City Council Member) on each of the three committees, to allow equal participation by the Mayor and each Council Member.

The net effect is for the residents of the City of Leon Valley to benefit from the Mayor and City Council's cumulative years of service and understanding of the unique identity and spirit that are Leon Valley.

An amendment to the enabling ordinance is attached to allow the City Council to consider updating the City Council liaison positions reflecting the change in City Council make-up following the May elections and completing the transition.

RECOMMENDATION

That the City Council adopt the ordinance amending the enabling ordinance, Ordinance No. 13-009, to reflect the transition of the City Council following the May elections with the following City Council Liaisons presented in their respectively requested positions:

- Communications Committee
 - Councilman Jack Dean, Chair
 - Councilman Abraham Diaz, Vice-Chair
- Special Event/Festival Committee
 - Councilman Paul K. Biever, Chair
 - Councilman Ricardo Ruiz, Vice-Chair

FISCAL IMPACT

There is no funding impact related to the changes requested in this ordinance amendment.

S.E.E. IMPACT

Social Equity – To ensure social equity, invite economic development, and demonstrate environmental stewardship through the cumulative wisdom of the City’s residents, and other community stakeholders, working through its Mayor and City Council Members, using the guidance of staff and professional consultants in a process designed to improve communications, branding, and establish a citywide festival.

Economic Development – N/A

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

AN ORDINANCE

**AN ORDINANCE OF THE CITY OF LEON VALLEY CITY COUNCIL, AMENDING
ORDINANCE NO. 13-009, SECTION 1.06.004 "COMMUNICATIONS
SUBCOMMITTEE," AND "SPECIAL EVENT/FESTIVAL SUBCOMMITTEE,, TO
UPDATE THE SUBCOMMITTEE STRUCTURE AND MEMBERSHIP**

WHEREAS, the Leon Valley City Council conducted a Town Hall Meeting In January 2013 to discuss the means for improving the City's communications, renewing and refreshing the City's branding and identity, and establishing a Citywide Festival; and

Whereas, the Leon Valley City Council acted with responsiveness and urgency to facilitate the work of the three Recommended City Council Subcommittees with the adoption of Ordinance No. 13-009 on February 19, 2013, and

Whereas, the May 2013 General Elections resulted in City Council membership changes affecting two of the three subcommittees; Communications and Special Event/Festival

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
LEON VALLEY, TEXAS, THAT:**

1. That Ordinance No. 13-009, Section 1.06.004 Communications Subcommittee and Section 1.06.004 Special Event/Festival Subcommittee are hereby amended as follows:

Subcommittee Structure and Membership

- b) City Council Subcommittee Liaisons, representing the governing body, shall be:
 - (1) Communications Subcommittee
Councilman Jack Dean, Chair, and
Councilman Abraham Diaz, Vice-Chair
 - (3) Special Event / Festival Subcommittee
Councilman Paul K. Biever, Chair, and
Councilman Ricardo Ruiz, Vice-Chair

This ordinance shall take effect immediately upon its approval and passage.

PASSED and **APPROVED** this the 18th day of June, 2013

Mayor Chris Riley

ATTEST:

City Secretary Janie Willman

APPROVED AS TO FORM:

City Attorney's Office
Denton, Navarro, Rocha and Bernal, P.C.



City of Leon Valley

Consider Action Amending Two City Council Subcommittees; Communications & Special Event / Festival

June 18, 2013



Background

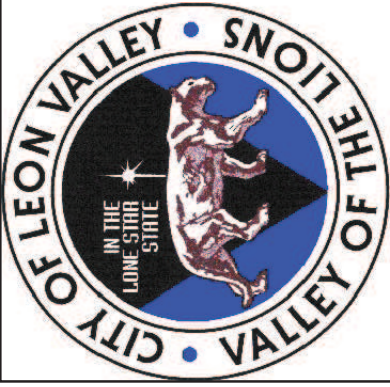
Town Hall Meeting, January 26, 2013

- The Leon Valley City Council conducted a Town Hall Meeting to update the City's residents on the capital construction projects, and to discuss communication and identity strategies in the areas of communication, branding, and festival strategies



Committee Creation

The Leon Valley City Council created the three subcommittees with the adoption of Ordinance No. 13-009 on February 19, 2013



Subcommittee Members

Each of the three Subcommittees will have amongst its membership structure:

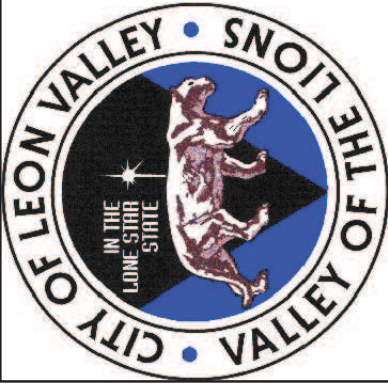
- Two City Council Liaisons fulfilling the positions of Chair and Vice-Chair



Governance of Committee

The amending Ordinance seeks to transition in the new City Council Membership following the May General Election through updates to:

- Structure and Membership



City Council Liaisons

To update the City Council Liaison assignments, the Mayor and City Council hereby adopt the Ordinance appointing:

- Communications Subcommittee:
 - Councilman Jack Dean, Chair
 - Councilman Abraham Diaz, Vice-Chair
- Special Event / Festival Subcommittee:
 - Councilman Paul K. Biever, Chair
 - Councilman Ricardo Ruiz, Vice-Chair



City of Leon Valley

Consider Action Amending Two City Council Subcommittees; Communications & Special Event / Festival

June 18, 2013

Agenda Item 8

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013
M&C # 06-10-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON AN ORDINANCE SETTING THE SCHEDULE OF CITY COUNCIL MEETINGS FOR THE REMAINDER OF THE FISCAL YEAR ENDING SEPTEMBER 30, 2013, INCLUDING THE CANCELLATION OF THE JULY 2, 2013 CITY COUNCIL MEETING

PURPOSE

The Mayor and City Council and City Manager met in a Council Retreat Work Session on May 31 to set a working agenda for the next year.

One of the outcomes from the discussion included developing a working schedule to optimize the staff's time in managing their workload in addition to preparing for City Council Meetings. While the changes will continue into the new fiscal year, this ordinance seeks to establish the meeting schedule for the remainder of the fiscal year, as follows:

July 2	Cancel Regular City Council Meeting to allow City staff to focus on July 4 th Parade & Celebration Events
July 16	Regular City Council Meeting as scheduled
August 6	Regular City Council Meeting as scheduled. Proposed FY2014 Budget presented to the City Council
August 20	City Council Budget Workshop to be conducted during a Special City Council Meeting before the Regular Meeting. Regular City Council Meeting as scheduled.
September 3	City Council Budget Workshop to be conducted during a Special City Council Meeting before the Regular Meeting, if needed. Regular City Council Meeting as scheduled.
September 10	Special City Council Meeting, if needed for Public Hearing on the Proposed 2013 Tax Rate

September 17	<p>Regular City Council Meeting, as scheduled; <i>requires 2/3 quorum of the City Council Members to vote affirmatively, not including the Mayor, for adoption.</i></p> <p>Governing body conducts Public Hearing on the Proposed FY2014 Budget and votes on the proposed budgets.</p> <p>City Council votes on the Proposed 2013 Tax Rate</p>
---------------------	---

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

It is recommended that the Ordinance be adopted.

S.E.E. IMPACT

Social – To ensure transparency and good stewardship of taxpayer funds, the Mayor and City Council set a timetable to meet the requirements for budget review and taxation.

Economic Development – Not applicable

Environmental Stewardship – Not applicable

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING COMMENTS:_____

ATTEST:

Janie Willman, City Secretary

CITY OF LEON VALLEY
BUDGET PREPARATION CALENDAR
FY 2014

DATE	RESPONSIBLE DEPARTMENT	TASK
February 12	Finance	Budget Online
February 12 - April 5	Department Heads	Enter proposed budget online
April 8 - 19	City Manager/Department Heads	First review of proposed budget
April 26	City Manager	Any changes to proposed budget due to Finance
May 1 - 7	City Manager/Department Heads	Second review of proposed budget
May 8	City Manager	Any changes to proposed budget due to Finance
August 1	Finance	Proposed budget filed with City Secretary
August 6	City Manager	Proposed Budget presented to City Council
August 20	City Manager/Department Heads	City Council workshop
September 3	City Manager/Department Heads	City Council workshop (if needed)
August 30	Finance	Publish notice and mail post cards for public hearing
September 17	City Manager	Conducts budget public hearing
September 17	City Council	Adopt budget
September 17	City Council	Set FY 2014 Tax Rate

ORDINANCE NO. 13-_____

An Ordinance of the City Council of the City of Leon Valley, Texas, Amending Section 2.104, Chapter 2, "Administration," to establish the meetings schedule for the remainder of the Fiscal Year 2013.

Whereas, the City of Leon Valley City Council desires to optimize its effectiveness; and,

Whereas, the City of Leon Valley City Council desires to optimize the effectiveness of its City staff; and,

Whereas, the July 2, 2013 Regular City Council Meeting occurs two days before the July 4, 2013 City of Leon Valley Independence Day Parade and Celebrations; and,

Whereas, the City of Leon Valley City Council desires to establish a meeting schedule related to its next fiscal year budget adoption

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

1. The Leon Valley Code of Ordinances, Chapter 2, "Administration," Section 2.104 "Meetings," is hereby amended to read hereafter as follows:

"2.104 MEETINGS

"The regular and special City Council meetings shall be held on the schedule published in Exhibit A, in accordance with the Texas Open Meetings Act, and that no part of this ordinance shall preclude the calling of any additional regular, special, or emergency meetings, as authorized under the Texas Open Meetings Act."

2. This ordinance shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this the 18th day of June, 2013.

ATTEST:

Mayor Chris Riley

Janie Willman, City Secretary

APPROVED AS TO FORM

Charles Zech, City Attorney

Exhibit A to Ordinance No. 13-_____

July 2	Cancel Regular City Council Meeting to allow City staff to focus on July 4 th Parade & Celebration Events.
July 16	Regular City Council Meeting as scheduled.
August 6	Regular City Council Meeting as scheduled.
August 20	City Council Workshop to be conducted during a Special City Council Meeting before the Regular Meeting. Regular City Council Meeting as scheduled.
September 3	City Council Workshop to be conducted during a Special City Council Meeting before the Regular Meeting, if needed. Regular City Council Meeting as scheduled.
September 10	Special City Council Meeting.
September 17	Regular City Council Meeting.

Consider Ordinance Setting a Schedule for the Remainder of the Fiscal Year 2013 City Council Meetings

June 18, 2013
City Council Meeting

Purpose of Amending Ordinance

- Optimize the City Council & staff's effectiveness
- Cancel the July 2nd City Council Meetings that occur 2 days before the July 4th Independence Day Parade & Celebration events which require significant staff time

Purpose of Amending Ordinance

- Establishes a meeting schedule related to the fiscal year 2014 budget adoption, the 2013 tax rate adoption, and possible public hearing on the 2013 tax rate
 - If the proposed tax rate exceeds the rollback rate or effective rate, whichever is lower, two public hearings are required

Purpose of Amending Ordinance

- Does not preclude the calling of additional meetings as may be needed & authorized under the Texas Open Meetings Act

Amending Ordinance

If adopted, would set the following schedule for the remaining City Council Meetings:

July 2	Cancel Regular City Council Meeting to allow City staff to focus on July 4 th Parade & Celebration Events
July 16	Regular City Council Meeting as scheduled

Amending Ordinance

If adopted, would set the following schedule for the remaining City Council Meetings:

August 6	Regular City Council Meeting as scheduled. Proposed FY2014 Budget presented to the City Council.
August 20	City Council Workshop to be conducted during a Special City Council Meeting before the Regular Meeting. Regular City Council Meeting as scheduled. To discuss tax rate; if proposed will exceed the rollback rate or the effective rate, whichever is lower, take record vote and schedule public hearing.

Amending Ordinance

If adopted, would set the following schedule for the remaining City Council Meetings:

Sept. 3	City Council Workshop to be conducted during a Special City Council Meeting before the Regular Meeting.
	Regular City Council Meeting as scheduled.
Sept. 10	Special City Council Meeting. <i>Possible second Public Hearing on the Proposed 2013 Tax Rate.</i>

Amending Ordinance

If adopted, would set the following schedule for the remaining City Council Meetings:

Sept. 17	<p>Regular City Council Meeting as scheduled.</p> <ul style="list-style-type: none">• Governing body conducts Public Hearing on the Proposed FY2014 Budget and votes on the proposed budgets.• City Council votes on the Proposed 2013 Tax Rate.• Requires a quorum of 2/3 of the City Council voting affirmatively on taxation matters
-----------------	---

Consider Ordinance Setting a Schedule for the Remainder of the Fiscal Year 2013 City Council Meetings

June 18, 2013
City Council Meeting

Agenda Item 9

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013

M&C # 06-11-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: PROVIDE AN UPDATE ON BRANDING OF LEON VALLEY

PURPOSE

This agenda item will provide information to the City Council on the branding process and activities taking place to create an identity or brand for Leon Valley.

Michael De La Garza, President and Chief Provider of MDLG + Company, will report on the branding process including a summary of the surveys conducted and the work of the Leon Valley City Council Branding Subcommittee. In addition, Mr. De La Garza will present the logo design selected by the subcommittee and discuss the next steps in the branding process.

FISCAL IMPACT

The City Manager entered into a contract with MDLG + Company to provide branding support services in the amount of \$15,000.

The cost to implement a branding campaign has not been determined.

S.E.E. IMPACT

Social – This economic development initiative of creating an identity for the city and implementing a plan to unveil and advertise a brand promotes a superior quality of life.

Economic – Branding helps promote a diverse and versatile business environment that supports a healthy economy by attracting viable businesses.

Environmental – N/A

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

City of Leon Valley Logo Branding Update

City of Leon Valley City Council
June 18, 2013

Brief Recap

- Town Hall event in January 2013 commenced rebranding effort
- About 50 participants were asked to identify Leon Valley strengths & advantages, and weaknesses & concerns
- Results collected and catalogued
- Survey asked participants to rate the results of the Town Hall, along with other issues related to rebranding

Online Survey and Additional Input

- 87 respondents
 - Members of boards and commissions
 - Members of the Chamber of Commerce
 - Members of the Branding Committee
 - Open access promoted through Leon Valley website
- Additionally, meetings were held with:
 - Leon Valley Area Chamber of Commerce
 - Leon Valley Historical Society
 - Leon Valley Economic Development Corporation
 - Jim Reed, San Antonio Medical Foundation

Leon Valley Insights

- A community with pride in its city, confidence in the city staff and services, and trust in its leadership
- A community that sees itself well positioned to take advantage of its proximity to the Medical Center, and other economic generators
- A community that sees Bandera Road as a main strip of the community, but offers too many go-through vs. go-to options
- A community that wants to revitalize its retail and business presence to take advantage of the traffic.

Current Leon Valley Logo



The Plan

- Consider the notion of Valley, along with Lion, and how those two could merge to represent an image that portrayed:
 - Strength and resolve
 - A quiet confidence
 - A fertile valley, ready to plant and grow business and community
 - A community with presence and awareness

In the Creation of a Logo

- The five elements to be considered and achieved
 - Memorable
 - Relevant
 - Evokes an emotion
 - Timely and Timeless
 - Easy to Replicate

The Branding Sub-Committee

Members

- Chris Riley, Mayor
- Art Reyna, City Councilman
- Leticia Aleman
- Kim Crawford
- Joseph Coppola
- Carolyn Diaz
- Lyn Joseph
- Gene Marck
- Mike McCarley
- Cynthia Ruiz
- Herman Segovia
- Gail Tribble
- Olen Yarnell

The Evolution of Efforts

LION & VALLEY PROCESS



Proposed Logo



Proposed Logo in B/W



Questions?

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013

M&C # 06-12-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: REPORT AND DISCUSSION RELATED TO CITY PHONE SYSTEM
IMPROVEMENTS

PURPOSE

The purpose of this agenda item is to update the City Council on the new and greatly enhanced telephone services using new technologies which will make best use of the City's taxpayer dollars.

FISCAL IMPACT

No new tax dollars will be spent; this initiative will actually demonstrate savings in our current operating budget.

S.E.E. IMPACT

Social – Cities that promote a superior quality of life provide excellent customer service. Acquiring a new telephone system will facilitate communications with our citizens and community stakeholders and demonstrate significant savings for the City's taxpayers.

Economic Development – Not applicable

Environmental Stewardship – Not applicable

APPROVED:_____ DISAPPROVED:_____

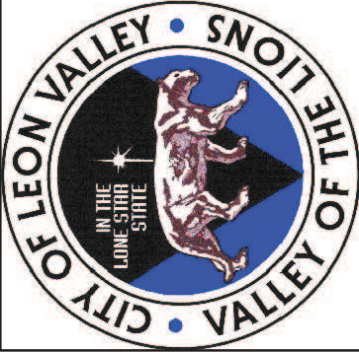
APPROVED WITH THE FOLLOWING COMMENTS:_____

ATTEST:

Janie Willman, City Secretary

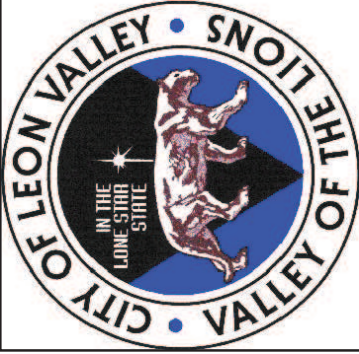


City of Leon Valley Phone System Upgrade June 18, 2013



Overview

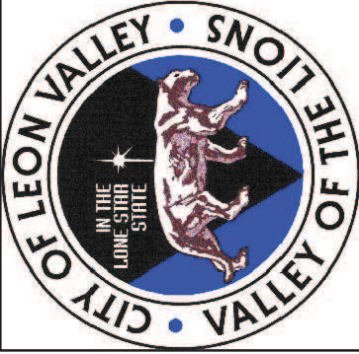
- During the Municipal Facilities remodel the administration staff will be moved to the Conference Center
- Phone lines as well as computer wiring will have to be installed
 - The City currently has 5 phone systems with no interconnection ability
 - High AT&T costs



Overview

Continued

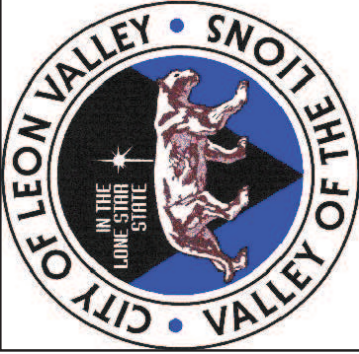
- Options were carefully examined that would provide the
 - Best customer service and disruption of services during the relocation
 - Cost savings to the City
 - Most flexibility



Overview

Continued

- Based on the criteria a hosted VoIP phone system was selected as the best solution
 - Provide better customer service
 - All departments of the City will be on the same phone system
 - Can transfer calls to ANY department
 - Unified voice mail system
 - Direct inward dial numbers for all staff
 - All numbers remain the same



Overview

Continued

- Least disruption in services
 - Phones are pre-programmed and ready to plug into PC where data connection exist
- Cost
 - Saves the City \$45,000 annually on phone costs
 - No capital expenditure
 - No wires to run for phones at the Conference Center when move occurs



Overview

Continued

- Short-term solution (most flexible)
 - City can re-evaluate phone system with the new facility. At the end of 24 months the City can decide to keep the new phone system or go with a different system



Overview

Continued

- The City requested quotes from various vendors for a hosted VoIP phone system
- Altaworx provided the best cost and solution
- City will sign a 24 month lease agreement with Altaworx at a cost of
 - \$1577 per month
 - \$18,924 annual



Concerns

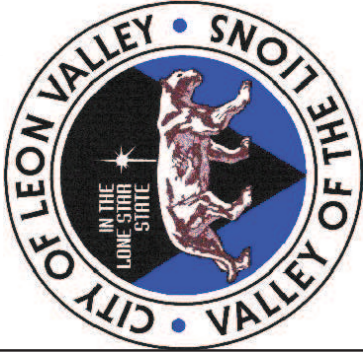
- VoIP is connected via the internet with redundancy
- As a secondary back-up for automatic failover we are keeping one phone line at
 - City Hall
 - Police Department
 - Fire Department
 - Public Works
 - Library



Concerns

Continued

- Just a few other businesses that use VoIP
 - USAA, Valero, NuStar, City of San Antonio, UTSA, and Center for Health Care Services



Time Frame

- Installation Time Line
 - Approximately 6 weeks
- Down time during conversion
 - About 5 minutes when phone numbers are moved
- This will occur only during hours when City Hall is closed
 - No interruption of phone services during normal work hours
- Testing will occur during hours when City Hall is closed

The seal is circular with a grey outer ring containing the text "CITY OF LEON VALLEY" on the left and "SNOIT VALLEY OF THE" on the right. The center features a blue triangle with a white star and the text "IN THE LONE STAR STATE".

City of Leon Valley Phone System Upgrade June 18, 2013



CITY OF LEON VALLEY
FINANCIAL STATEMENT
MAY 2013



TOTAL EXPENDITURES



Water and Sewer Fund

	FY 2012-2013		FY 2012-2013		FY 2011-2012	
	BUDGET		Y-T-D	ACTUAL	Y-T-D	
<u>REVENUE</u>						
Water Sales	\$ 1,590,642	67.0%	\$ 841,866	52.9%	\$ 806,578	54.7%
Sewer Sales	1,612,000	67.0%	1,080,194	67.0%	972,723	63.1%
Connection & Platting	2,500	67.0%	375	15.0%	525	21.0%
Customer Fees	43,300	67.0%	33,048	76.3%	30,823	71.2%
Tapping Fees	16,000	67.0%	8,936	55.9%	3,015	14.4%
Miscellaneous	48,800	67.0%	62,590	55.9%	37,586	234.9%
TOTAL REVENUE	\$ 3,313,242	67.0%	\$ 2,027,008	61.2%	\$ 1,851,250	59.7%
<u>EXPENDITURES</u>						
Business Office	630,599	67.0%	367,645	58.3%	334,563	56.4%
Water System	1,157,019	67.0%	644,584	55.7%	553,556	54.0%
Sewer System	1,395,192	67.0%	718,091	51.5%	771,138	54.1%
Storm Water	367,771	67.0%	132,875	36.1%	192,846	56.2%
TOTAL EXPENDITURES	\$ 3,550,581	67.0%	\$ 1,863,195	52.5%	\$ 1,852,102	54.7%



Community Center Fund

FY 2012-2013 BUDGET	FY 2012-2013 Y-T-D ACTUAL	FY 2011-2012 Y-T-D
------------------------	------------------------------	-----------------------

REVENUE

Hotel/Motel Taxes

RENTAL FEES:

Community Center

Conference Center

Miscellaneous:

CDBG Grant

CPS Energy Rebate

TOTAL REVENUE

TOTAL EXPENDITURES

75,746	67.0%	47,529	62.8%	37,873	56.8%
47,620	67.0%	33,281	69.9%	29,300	61.0%
26,433	67.0%	25,632	97.0%	20,140	77.5%
-	-	-	-	-	-
-	-	-	-	-	-
\$149,799	67.0%	\$106,442	71.1%	\$87,313	62.1%
\$134,714	67.0%	\$76,934	57.1%	\$73,686	54.6%



Street Maintenance Sales Tax

	Actual FY 2011	Actual FY 2012	Budget FY 2013	Actual FY 2013
Revenues	429,403	443,738	439,560	232,069
Transfers In	-			
TOTAL REVENUES	429,403	443,738	439,560	232,069
Expenditures	500,431	546,311	830,254	9,530
TOTAL EXPENDITURES	500,431	546,311	830,254	9,530
FUND BALANCE	504,272	401,699	11,005	624,238

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
AD VALOREM TAXES	3,086,388.00	35,625.32	0.00	2,819,276.26	0.00	267,111.74	91.35
SALES TAXES	1,793,342.00	188,335.22	0.00	940,393.36	0.00	852,948.64	52.44
FRANCHISE FEES	725,827.00	154,026.06	0.00	509,382.38	0.00	216,444.62	70.18
LICENSE, PERMITS, FEES, FINE	1,026,965.00	64,545.47	0.00	711,792.94	0.00	315,172.06	69.31
MISCELLANEOUS	<u>120,243.00</u>	<u>8,784.26</u>	<u>0.00</u>	<u>330,390.69</u>	<u>0.00</u>	<u>(210,147.69)</u>	<u>274.77</u>
TOTAL REVENUE	6,752,765.00	451,316.33	0.00	5,311,235.63	0.00	1,441,529.37	78.65
EXPENDITURE SUMMARY							
Business Office							
PERSONNEL SERVICES	74,991.00	5,427.33	0.00	46,613.75	0.00	28,377.25	62.16
SUPPLIES	6,230.00	2,701.64	0.00	8,561.31	97.40	(2,428.71)	138.98
CONTRACTUAL SERVICES	<u>85,090.00</u>	<u>7,362.95</u>	<u>0.00</u>	<u>53,322.73</u>	<u>0.00</u>	<u>31,767.27</u>	<u>62.67</u>
TOTAL Business Office	166,311.00	15,491.92	0.00	108,497.79	97.40	57,715.81	65.30
Finance							
PERSONNEL SERVICES	132,072.00	9,847.46	0.00	86,822.73	0.00	45,249.27	65.74
SUPPLIES	6,800.00	527.53	0.00	4,177.57	75.98	2,546.45	62.55
CONTRACTUAL SERVICES	<u>75,575.00</u>	<u>8,782.57</u>	<u>0.00</u>	<u>41,896.62</u>	<u>0.00</u>	<u>33,678.38</u>	<u>55.44</u>
TOTAL Finance	214,447.00	19,157.56	0.00	132,896.92	75.98	81,474.10	62.01
City Manager & Council							
PERSONNEL SERVICES	178,673.00	13,534.43	0.00	115,045.23	0.00	63,627.77	64.39
SUPPLIES	14,600.00	1,328.41	0.00	9,862.58	284.47	4,452.95	69.50
CONTRACTUAL SERVICES	<u>113,354.00</u>	<u>5,976.03</u>	<u>0.00</u>	<u>50,059.41</u>	<u>0.00</u>	<u>63,294.59</u>	<u>44.16</u>
TOTAL City Manager & Council	306,627.00	20,838.87	0.00	174,967.22	284.47	131,375.31	57.15
Police Administration							
PERSONNEL SERVICES	211,899.00	15,603.15	0.00	134,810.36	317.00	76,771.64	63.77
SUPPLIES	1,900.00	167.21	0.00	3,577.86	10.39	(1,688.25)	188.86
CONTRACTUAL SERVICES	<u>31,597.00</u>	<u>4,556.17</u>	<u>0.00</u>	<u>20,979.04</u>	<u>0.00</u>	<u>10,617.96</u>	<u>66.40</u>
TOTAL Police Administration	245,396.00	20,326.53	0.00	159,367.26	327.39	85,701.35	65.08

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<hr/>							
Police Crime Prevention							

TOTAL Police Crime Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Patrol							

PERSONNEL SERVICES	1,154,878.00	75,230.41	0.00	681,698.11	196.49	472,983.40	59.04
SUPPLIES	82,900.00	6,589.27	0.00	39,265.86	889.81	42,744.33	48.44
CONTRACTUAL SERVICES	9,700.00	4,380.76	0.00	14,204.81	0.00	4,504.81	146.44
TOTAL Police Patrol	1,247,478.00	86,200.44	0.00	735,168.78	1,086.30	511,222.92	59.02
Police Communications							

PERSONNEL SERVICES	271,968.00	13,953.30	0.00	166,191.35	0.00	105,776.65	61.11
SUPPLIES	1,025.00	45.26	0.00	583.72	0.00	441.28	56.95
CONTRACTUAL SERVICES	4,400.00	322.63	0.00	659.88	0.00	3,740.12	15.00
TOTAL Police Communications	277,393.00	14,321.19	0.00	167,434.95	0.00	109,958.05	60.36
Police Investigations							

PERSONNEL SERVICES	289,736.00	21,593.14	0.00	188,538.25	0.00	101,197.75	65.07
SUPPLIES	2,100.00	14.70	0.00	424.38	0.00	1,675.62	20.21
CONTRACTUAL SERVICES	4,950.00	196.76	0.00	1,818.39	0.00	3,131.61	36.74
TOTAL Police Investigations	296,786.00	21,804.60	0.00	190,781.02	0.00	106,004.98	64.28
Police Narcotics TF							

PERSONNEL SERVICES	75,249.00	5,093.14	0.00	49,879.08	0.00	25,369.92	66.29
CONTRACTUAL SERVICES	136.00	20.20	0.00	68.45	0.00	67.55	50.33
TOTAL Police Narcotics TF	75,385.00	5,113.34	0.00	49,947.53	0.00	25,437.47	66.26
Police Reserves							

TOTAL Police Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Administration							

PERSONNEL SERVICES	219,810.00	2,984.37	0.00	130,678.62	0.00	89,131.38	59.45
SUPPLIES	4,914.00	164.49	0.00	2,438.76	335.47	2,139.77	56.46
CONTRACTUAL SERVICES	37,817.00	4,381.87	0.00	23,120.13	0.00	14,696.87	61.14
CAPITAL OUTLAY	39,000.00	0.00	0.00	35,997.93	15,817.00	12,814.93	132.86
TOTAL Fire Administration	301,541.00	7,530.73	0.00	192,235.44	16,152.47	93,153.09	69.11

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<hr/>							
Fire Reserves							

TOTAL Fire Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Operations							

PERSONNEL SERVICES	1,633,702.00	130,893.99	0.00	1,072,728.16	0.00	560,973.84	65.66
SUPPLIES	31,237.00	1,042.25	0.00	15,209.73	198.25	15,829.02	49.33
CONTRACTUAL SERVICES	67,891.00	17,953.68	0.00	59,321.82	0.00	8,569.18	87.38
CAPITAL OUTLAY	67,508.00	0.00	0.00	2,777.37	42,327.00	22,403.63	66.81
TOTAL Fire Operations	1,800,338.00	149,889.92	0.00	1,150,037.08	42,525.25	607,775.67	66.24
Fire Prevention							

TOTAL Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire EMS							

SUPPLIES	40,634.00	1,545.96	0.00	24,472.17	2,506.73	13,655.10	66.39
CONTRACTUAL SERVICES	72,420.00	2,355.73	0.00	48,186.86	0.00	24,233.14	66.54
TOTAL Fire EMS	113,054.00	3,901.69	0.00	72,659.03	2,506.73	37,888.24	66.49
Public Works M&O							

PERSONNEL SERVICES	699,963.00	46,860.75	0.00	428,701.54	0.00	271,261.46	61.25
SUPPLIES	152,300.00	11,926.15	0.00	68,148.23	1,047.28	83,104.49	45.43
CONTRACTUAL SERVICES	210,000.00	24,640.35	0.00	142,857.57	0.00	67,142.43	68.03
CAPITAL OUTLAY	49,500.00	0.00	0.00	25,758.54	6,000.00	17,741.46	64.16
TOTAL Public Works M&O	1,111,763.00	83,427.25	0.00	665,465.88	7,047.28	439,249.84	60.49
Public Works Construction							

TOTAL Public Works Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Development							

PERSONNEL SERVICES	182,218.00	11,141.51	0.00	102,380.60	0.00	79,837.40	56.19
SUPPLIES	8,000.00	302.67	0.00	5,733.34	275.46	1,991.20	75.11
CONTRACTUAL SERVICES	120,252.00	14,522.83	0.00	82,887.45	201.60	37,162.95	69.10
TOTAL Community Development	310,470.00	25,967.01	0.00	191,001.39	477.06	118,991.55	61.67

CITY OF LEON VALLEY
FINANCIAL STATEMENT - UNAUDITED
AS OF: MAY 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Economic Development							

PERSONNEL SERVICES	114,814.00	8,509.43	0.00	71,757.03	0.00	43,056.97	62.50
SUPPLIES	1,339.00	75.46	0.00	997.92	75.97	265.11	80.20
CONTRACTUAL SERVICES	<u>8,604.00</u>	<u>1,941.05</u>	<u>0.00</u>	<u>4,382.56</u>	<u>0.00</u>	<u>4,221.44</u>	<u>50.94</u>
TOTAL Economic Development	124,757.00	10,525.94	0.00	77,137.51	75.97	47,543.52	61.89
Special Events							

SUPPLIES	<u>17,599.00</u>	<u>(195.95)</u>	<u>0.00</u>	<u>7,870.14</u>	<u>11.96</u>	<u>9,716.90</u>	<u>44.79</u>
TOTAL Special Events	17,599.00	(195.95)	0.00	7,870.14	11.96	9,716.90	44.79
Parks & Recreation							

PERSONNEL SERVICES	81,940.00	3,579.84	0.00	32,311.97	0.00	49,628.03	39.43
SUPPLIES	15,000.00	1,381.32	0.00	5,618.26	0.00	9,381.74	37.46
CONTRACTUAL SERVICES	<u>15,000.00</u>	<u>1,325.30</u>	<u>0.00</u>	<u>7,955.21</u>	<u>0.00</u>	<u>7,044.79</u>	<u>53.03</u>
TOTAL Parks & Recreation	111,940.00	6,286.46	0.00	45,885.44	0.00	66,054.56	40.99
Library							

PERSONNEL SERVICES	202,437.00	14,796.17	0.00	131,298.52	0.00	71,138.48	64.86
SUPPLIES	20,344.00	114.49	0.00	1,708.75	327.34	18,307.91	10.01
CONTRACTUAL SERVICES	30,530.00	2,606.66	0.00	14,133.42	0.00	16,396.58	46.29
CAPITAL OUTLAY	<u>564,910.00</u>	<u>67,887.22</u>	<u>0.00</u>	<u>141,259.80</u>	<u>0.00</u>	<u>423,650.20</u>	<u>25.01</u>
TOTAL Library	818,221.00	85,404.54	0.00	288,400.49	327.34	529,493.17	35.29
*** TOTAL EXPENDITURES ***	7,539,506.00	575,992.04	0.00	4,409,753.87	70,995.60	3,058,756.53	59.43
=====	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *(786,741.00	(124,675.71)	0.00	901,481.76	(70,995.60	(1,617,227.16)	205.56
=====	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	<u>17,216.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200,000.00</u>	<u>0.00</u>	<u>(182,784.00)</u>	<u>161.71</u>
TOTAL OTHER SOURCES/USES	17,216.00	0.00	0.00	200,000.00	0.00	(182,784.00)	(161.71)
NET GAIN OR (LOSS)	(769,525.00	(124,675.71)	0.00	1,101,481.76	(70,995.60	(1,800,011.16)	
=====	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
MISCELLANEOUS	48,800.00	54,710.44	0.00	62,589.76	0.00	13,789.76	128.26
WATER SALES	1,590,642.00	110,854.86	0.00	841,865.58	0.00	748,776.42	52.93
SEWER SALES	1,612,000.00	153,504.42	0.00	1,080,194.11	0.00	531,805.89	67.01
CONNECTION & PLATTING	2,500.00	75.00	0.00	375.00	0.00	2,125.00	15.00
CUSTOMER FEES	43,300.00	4,491.97	0.00	33,047.62	0.00	10,252.38	76.32
TAPPING FEES	16,000.00	914.94	0.00	8,935.96	0.00	7,064.04	55.85
TOTAL REVENUE	3,313,242.00	324,551.63	0.00	2,027,008.03	0.00	1,286,233.97	61.18
EXPENDITURE SUMMARY							
Business Office							
PERSONNEL SERVICES	506,992.00	38,226.85	0.00	311,816.31	0.00	195,175.69	61.50
SUPPLIES	33,769.00	1,409.67	0.00	9,958.03	65.58	23,745.39	29.68
CONTRACTUAL SERVICES	89,838.00	18,719.77	0.00	45,804.72	0.00	44,033.28	50.99
TOTAL Business Office	630,599.00	58,356.29	0.00	367,579.06	65.58	262,954.36	58.30
Water System							
PERSONNEL SERVICES	325,763.00	23,745.28	0.00	217,722.92	0.00	108,040.08	66.83
SUPPLIES	87,000.00	13,134.58	0.00	53,202.41	10.39	33,787.20	61.16
CONTRACTUAL SERVICES	476,164.00	6,728.57	0.00	336,820.69	0.00	139,343.31	70.74
CAPITAL OUTLAY	268,092.00	0.00	0.00	30,932.66	5,895.00	231,264.34	13.74
TOTAL Water System	1,157,019.00	43,608.43	0.00	638,678.68	5,905.39	512,434.93	55.71
Sewer System							
PERSONNEL SERVICES	125,905.00	7,661.53	0.00	80,539.50	0.00	45,365.50	63.97
SUPPLIES	15,000.00	0.00	0.00	23.36	0.00	14,976.64	0.16
CONTRACTUAL SERVICES	1,254,287.00	96,031.89	0.00	637,528.24	0.00	616,758.76	50.83
TOTAL Sewer System	1,395,192.00	103,693.42	0.00	718,091.10	0.00	677,100.90	51.47

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<hr/>							
Construction							

TOTAL Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
Storm Water							

PERSONNEL SERVICES	178,771.00	14,687.56	0.00	118,904.41	0.00	59,866.59	66.51
SUPPLIES	23,500.00	0.00	0.00	2,565.98	0.00	20,934.02	10.92
CONTRACTUAL SERVICES	165,500.00	5,019.99	0.00	11,404.60	0.00	154,095.40	6.89
TOTAL Storm Water	367,771.00	19,707.55	0.00	132,874.99	0.00	234,896.01	36.13
<hr/>							
*** TOTAL EXPENDITURES ***	3,550,581.00	225,365.69	0.00	1,857,223.83	5,970.97	1,687,386.20	52.48
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *(237,339.00)	99,185.94	0.00	169,784.20 (5,970.97 (401,152.23)	169.02
	=====	=====	=====	=====	=====	=====	=====
<hr/>							
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
NET GAIN OR (LOSS)	(237,339.00)	99,185.94	0.00	169,784.20 (5,970.97 (401,152.23)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

710-Community Center
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
TAXES	75,746.00	4,447.58	0.00	47,529.22	0.00	28,216.78	62.75
FEES	74,053.00	12,513.00	0.00	58,913.00	0.00	15,140.00	79.56
TOTAL REVENUE	149,799.00	16,960.58	0.00	106,442.22	0.00	43,356.78	71.06
EXPENDITURE SUMMARY							
Community Center Operations							
PERSONNEL SERVICES	82,164.00	7,119.99	0.00	53,802.57	0.00	28,361.43	65.48
SUPPLIES	5,400.00	24.95	0.00	737.05	87.89	4,575.06	15.28
CONTRACTUAL SERVICES	47,150.00	3,028.33	0.00	22,261.92	45.00	24,843.08	47.31
TOTAL Community Center Operations	134,714.00	10,173.27	0.00	76,801.54	132.89	57,779.57	57.11
Visitor Services							
TOTAL Visitor Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	134,714.00	10,173.27	0.00	76,801.54	132.89	57,779.57	57.11
** REVENUE OVER (UNDER) EXPENDITURES **	15,085.00	6,787.31	0.00	29,640.68 (132.89 (14,422.79)	95.61-
OTHER FINANCING SOURCES (USES)							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET GAIN OR (LOSS)	15,085.00	6,787.31	0.00	29,640.68 (132.89 (14,422.79)	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MAY 31ST, 2013

720-Street Maintenance Tax
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Revenues	439,560.00	47,077.33	0.00	232,069.22	0.00	207,490.78	52.80
TOTAL REVENUE	439,560.00	47,077.33	0.00	232,069.22	0.00	207,490.78	52.80
=====							
EXPENDITURE SUMMARY							
Street Maintenance Tax							
CONTRACTUAL SERVICES	830,254.00	6,481.53	0.00	9,529.64	0.00	820,724.36	1.15
TOTAL Street Maintenance Tax	830,254.00	6,481.53	0.00	9,529.64	0.00	820,724.36	1.15
=====							
*** TOTAL EXPENDITURES ***	830,254.00	6,481.53	0.00	9,529.64	0.00	820,724.36	1.15
=====							
** REVENUE OVER (UNDER) EXPENDITURES * (390,694.00)	40,595.80	0.00	222,539.58	0.00 (613,233.58)	156.96
=====							
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====							
NET GAIN OR (LOSS)	(390,694.00)	40,595.80	0.00	222,539.58	0.00 (613,233.58)	
=====							

*** END OF REPORT ***

Agenda Item 12

MAYOR AND COUNCIL COMMUNICATION

DATE: **June 18, 2013**

M&C #: **06-13-13**

TO: MAYOR AND CITY COUNCIL

**SUBJECT: DEBRIEF ON THE CITY'S EMERGENCY MANAGEMENT PLAN AND
REPORT RELATED TO THE FLOOD EVENT THAT OCCURRED ON MAY 25,
2013**

PURPOSE:

To debrief the flood event that occurred on May 25, 2013, to include a report related to the Emergency Management Plan, Drainage Issues, and staff recommendations.

The City experienced the second wettest day in Bexar County history on May 25th, 2013. The total rainfall included 9.87 inches of rain over a short period, which according to the National Weather Service met the standard and was an official 100-year flood event.

FISCAL IMPACT

\$14,483 as referenced by the submitted Texas Department of Emergency Management Disaster Summary Outline.

S.E.E. IMPACT

Social Equity – The City's Emergency Management Plan promotes a superior quality of life by responding to citizens in a fair and prompt manner.

Economic Development – The City's Emergency Management Plan ensures that the local business community is protected and supported.

Environmental Stewardship – Emergency Services works to protect the natural environment for all citizens.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary



City of Leon Valley

**Debrief: Emergency
Management Plan &
Flood Event of 5-25-13**

Tuesday, June 18, 2013



Event Background

- Saturday, May 25, 2013
 - Significant amount of rain
- Context / Comparison
 - Historical

Event Background: Weather Data

24 HR PRECIPITATION SUMMARY FOR 05/25/13: TOTAL PRECIP = 9.87" R

HOURLY INCREMENTAL PRECIPITATION VALUES (IN):

<u>Time</u> <u>Amt.</u>		
0059	T	1259 T
0159	T	Sunny/Dry 1359 0.00
Drizzle 0259	0.04	1459 0.00
0359	0.55	1559 0.00
Rain 0459	1.39	1659 0.00
Rain 0559	4.00	1759 0.00
Rain 0659	1.24	1859 0.00
Rain 0759	1.53	1959 0.00
Rain 0859	1.02	2059 0.00
Drizzle 0959	0.09	2159 0.00
Cloudy 1059	0.01	2259 0.00
1159	T	2359 0.00

Event Background: Weather Data

(continued)

- Record Rainfall Set (San Antonio Area) = 9.87 inches
 - 2nd Wettest Day of All Time (San Antonio Area)
- | | | | |
|----|--------|---------------------|---------------|
| #1 | 11.26" | On October 17, 1998 | (500yr Flood) |
| #2 | 9.87" | On May 25, 2013 | (100yr Flood) |
| #3 | 9.52" | On July 1, 2002 | (100yr Flood) |

Location: Peach Tree and Poss about 7 a.m.





Damage Assessment

Loss Of Life: 0

Casualties: 0

Water In	<u>Living Area</u>	<u>Garage Area</u>
----------	--------------------	--------------------

El Verde	6	1
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Canterfield	0	4
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Huebner	4	0
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Total Homes Affected:	15	6
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Resources – Available That Saturday

- Personnel/Staffing
 - FD: 6 (1 Medic Unit / 1 Engine Co.)
 - PD: 2 Patrol / 1 Dispatcher
 - PW: 1 On-call / 1 Director / 2 Crew (Called in off-duty)
- Equipment
 - IRB trailer / PU Truck
 - Individual SWR gear
 - Barricades (Fixed / Man Portable)
- Additional
 - At shift change held the off-going FD crew x 2 hrs
 - FC/AFC self-activated from home



Analysis

- What worked well?
 - Closed Roads
 - Re-routed Traffic / Ordered drivers back around barricades
 - 12 Assist public
 - Activated fire alarm
 - EMS call
 - Potential water rescue call
 - Water extraction



Analysis (continued)

- What didn't work well?
 - Flood Warning System/Siren
 - El Verde Gate --delay in opening
 - Not enough staff to deal with the magnitude of this event



Post Event Actions

- Immediate (1-3 days)
 - ID & fix programming issue with FWS/Siren
 - Established redundant notification procedure
 - Met residents to gain their insight/knowledge of flood characteristics
 - Met Bexar Flood Project Manager to address gate situation
 - Revised FD Standard Operating Procedure (6 ➔ 1) to “Keep it simple”



Post Event Actions (continued)

- Short Term (1-2 weeks)
 - Trained /drilled Fire crews on barricade and gate ops
 - City staff met to conduct After Action Review (standard practice)



Flood Warning System





Flood Warning System

- Sensor
- Radio Transmitter Station
- Radio Receiver Station
- Dialer
- Siren



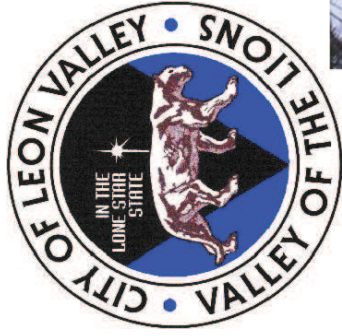
Flood Warning System (Evers by Library)





Flood Warning System (continued)





County Gate – El Verde Road (Before Remodel)





County Gate – El Verde Road (After Remodel)





Recovery Activities

- Emergency services
 - Fine line between response actions / recovery

- **CANNOT:**
 - Go on/in private property(only life-threatening circumstances)

- **CAN:**
 - Conduct make-safe activity
 - Provide info recovery services
 - Submit reports to County to support declarations



Bexar County (LC-17) Flood Control Project

- Phase I
 - Completed
- Phase II
 - Beginning Now
- Phase III
 - Start 2015



What Now?

- Realistic Threats
 - Water (Evers / Bandera / El Verde)
 - Wind (Towers / Antennas)
 - Ice (Roads / Emergency Vehicles)
 - Man-made (Schools / Assembly)



Moving Forward

- Recommendations
 - City Emergency Management Plan Revisit / Rework
- City Adopt and Implement Updated and Revised EM Plan

Agenda Item 13

MAYOR AND COUNCIL COMMUNICATION

**DATE: June 13, 2013
M&C # 06-14-13**

TO: MAYOR AND CITY COUNCIL

**SUBJECT: DISCUSSION AND PRESENTATION RELATED TO 2013-2014
CITY COUNCIL / CITY MANAGER GOAL SETTING RETREAT
AND WORKSESSION.**

PURPOSE

The City Manager will be presenting the goals developed at the May 31, 2013 City Council City Manager Retreat.

RECOMMENDATION

The goals that were outlined at the retreat are as follows:

- 1. Align City Resources to meet City Council Objectives/Expectations**
 - a. Continue efforts to improve Code Compliance Initiatives
- 2. Continue Work on Capital and Planning Projects**
 - a. Update the City's 2010 Strategic Plan
 - b. Examine Parks System to incorporate LC-17 and Silo Property Conveyance
 - c. Bandera Road Monuments, Landscaping & Lighting
 - d. Fire Station, Police and City Hall Administration Facility
 - e. Library
 - f. Huebner Creek Hike and Bike Trail
 - g. Make Improvements/Investments to Rimkus Park
 - h. Triangle Park
 - i. Reconstruct Evers Road
- 3. Strengthen Communications to the Community**
 - a. Initiate "Coffee with City Council" sessions to allow residents access to the City Council
 - b. Use website, social media and new communications technology to improve information flow to residents
- 4. Enhance Customer Service**
 - a. Conduct City Employee Market Compensation Analysis and Adjust Pay Plan as necessary
 - b. Use "Hidden-Customer" to identify problem areas
 - c. Conduct Customer Satisfaction Surveys and Report on Results.
- 5. Establish Organizational Culture to Spur Economic Development**
 - a. Continue to Develop Pro-Business Philosophy and Practices
 - b. Establish an Economic Development Training Class for Employees & Citizens
 - c. Pursue Transit Oriented Development (TOD) Opportunities to leverage VIA's BRT Expansion into Leon Valley
 - d. Leverage existing 4th of July activity to promote Leon Valley
- 6. Provide Efficient Use of City Resources**
 - a. Have city staff focus on more efficient time management in order to improve service delivery

- b. Establish a more efficient City Council Meeting schedule to correspond with available staff resources

- i. Consider going to one City Council meeting per month

7. Pursue Revenue Enhancements to Enhance City Operations

- a. Renew the Street Maintenance Tax as allowed by State Law (November 2013)
- b. Establish a Crime Prevention District using the 1/8 cent sales tax (November 2013)
- c. Conclude Negotiation of CPS Energy Franchise Fee

FISCAL IMPACT

There is no funding impact related to this agenda item.

S.E.E. IMPACT

Social Equity – The City goals are developed in a manner that the interest of the entire community is addressed in a social equitable manner.

Economic Development – Initiatives are identified to focus organizational resources for the economic development of the community.

Environmental Stewardship – Initiatives are identified to continue the City's priority of being good stewards of the environment in the Community.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

ATTACHMENT
Goals for 2013-2014
City Council/City Manager Retreat/ May 31, 2013

- 1. Align City Resources to meet City Council Objectives/Expectations**
 - a. Continue efforts to improve Code Compliance Initiatives
- 2. Continue Work on Capital and Planning Projects**
 - a. Update the City's 2010 Strategic Plan
 - b. Examine Parks System to incorporate LC-17 and Silo Property Conveyance
 - c. Bandera Road Monuments, Landscaping & Lighting
 - d. Fire Station, Police and City Hall Administration Facility
 - e. Library
 - f. Huebner Creek Hike and Bike Trail
 - g. Make Improvements/Investments to Rimkus Park
 - h. Triangle Park
 - i. Reconstruct Evers Road
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 - b. Establish a more efficient City Council Meeting schedule to correspond with available staff resources
 - i. Consider going to one City Council meeting per month
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 - a. Renew the Street Maintenance Tax as allowed by State Law (November 2013)
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 - c. Conclude Negotiation of CPS Energy Franchise Fee

Goals for 2013-2014

City Council Meeting

June 18, 2012





Background

- City Council and City Manager had annual retreat on May 31th.
- Received Status on Goals set for 2012-2013
- Outlined Goals for 2013-2014
- Continue to implement the goals set last year



2013-2014 Goals

1. Align City Resources to Meet Objectives
2. Continue Capital & Planning Projects
3. Strengthen Communication
4. Enhance Customer Service
5. Establish Organization Culture to Spur Economic Development
6. Provide Efficient Use of Resources
7. Pursue Revenue Enhancements



Align City Resources to Meet Objectives

- a. Continue efforts to improve Code Compliance Initiatives
 - o Graffiti
 - o Unkempt Properties



Continue Capital & Planning Projects

- a. Update 2010 Strategic Plan
- b. Examine Park System
 - o LC-17 and Silo Property Opportunities
- c. Bandera Road Monuments, Landscaping and Lighting
- d. Fire Station, Police Station & City Hall
- e. Library
- f. Huebner Creek Hike & Bike Trail
- g. Make Improvements to Rimkus Park
- h. Develop the Triangle Park
- i. Reconstruct Evers Road



Strengthen Communication

- a. Initiate “Coffee with the City Council” Sessions
- b. Use website, social media and new communications technology to improve information flow to residents



Enhance Customer Service

- a. Conduct City Employee Market Compensation Analysis and Adjust Pay Plan as Necessary
- b. Use “Hidden-Customer” to identify Problem Areas
- c. Conduct Regular Customer Satisfaction Survey and Report Results to Staff and City Council



Establish Organization Culture to Spur Economic Development

- a. Continue to Develop Pro-Business Philosophy and Practices
- b. Establish an Economic Development Training Class for Employees and Citizens
- c. Pursue Transit Oriented Development Opportunities to leverage VIA's BRT Expansion into Leon Valley
- d. Leverage Existing 4th of July Activity to promote Leon Valley



Provide Efficient Use of Resources

- a. Have Staff Focus on More Efficient Time Management in Order to Improve Service Delivery
- b. Establish a More Efficient City Council Schedule to Correspond with Available Resources
 - i. Go to One City Council Meeting Per Month



Pursue Revenue Enhancements

- a. Renew the Street Maintenance Tax as Allowed by State Law (November 2013)
- b. Establish a Crime Prevention District using the 1/8 cent sales tax (November 2013)
- c. Conclude Negotiations of CPS Franchise Fee



Questions/Direction

MAYOR AND COUNCIL COMMUNICATION

DATE: **June 18, 2013**
M&C # **06-15-13**

TO: MAYOR AND CITY COUNCIL

**SUBJECT: APPROVAL OF A POLICY FOR THE HANDLING OF FOUND
PERSONAL PROPERTY**

PURPOSE

Neither the State of Texas nor the City of Leon Valley has any laws in regards to found property. The intent of the policy is to return lost, mislaid, or abandoned property to its rightful owner but if this is not possible to provide guidelines for the distribution of property that is turned into the Police Department.

S.E.E. IMPACT

Social Equity – To provide guidelines for the distribution of property that is reported to the Police Department as found.

Economic Development – N/A

Environmental Stewardship – N/A

RECOMMENDATION

Approve the policy

FISCAL IMPACT

N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

Leon Valley Police Department Found Property Policy

Purpose: The intent of this policy is to establish a procedure for disposing of lost, mislaid, or abandoned personal property that comes into possession of the City, in particular the Police Department. This policy provides guidelines for the distribution of property that is turned into the City.

Policy: The City may keep lost, mislaid or abandoned personal property that comes into its possession during the course of performing its official duties if the property is considered contraband or evidence in a criminal investigation. This property includes, but is not limited to, currency, bicycles, clothing and electronic devices. Items that will not be released are items which are illegal to own or possess, weapons, alcoholic beverages, food, medicine, etc. . The Detective in charge of the case shall make the determination as to what is releasable and what is not. Property held as evidence or contraband, and which does not need to be released to any other law enforcement or other agency, will be presumed abandoned after it is no longer valuable as evidence and not claimed by its rightful owner.

Guidelines: The City and Police Department shall follow the guidelines set out below when disposing of lost, mislaid or abandoned property.

1. If an Officer or other City employee receives a call or other type of report of lost, mislaid or abandoned property, the Officer will make a incident report, being as detailed as possible in where the property was found, the condition of the property and any other circumstances which will help determine ownership. The Officer shall collect the property and turn the property over to a Detective in the normal departmental manner. If reported to a City employee, they shall turn it over to the designated Officer in charge of the Found Property Policy.

2. The report shall be titled "Found Property." When the report is entered by the Police Department Records Clerk, the report will be assigned as an active case to the Detective who manages the property room.

- a. Upon receipt, the Detective responsible for the property room shall make every effort to identify the rightful owner of the property and also attempt to ascertain if the property is stolen, contraband or evidence in a criminal investigation.

3. Property with an Identifiable Owner: when the owner of the property is identifiable, the Detective shall make a reasonable effort (via phone call, email or other written notification) to notify the rightful owner that his/her property is in the possession of the Police Department. If there is no response to the notification within thirty (30) days, the property will be considered abandoned.

4. Property with No Identifiable Owner: If the true owner of the property cannot be found and the property is not subject to confiscation by the Police Department, the Detective will compile a list, at the beginning of each month and, provide the list to the City Webmaster. This list will be published on the website for a minimum of thirty (30) days. The list will have a general description of the property and the name and telephone number of the Detective.

a. The minimum time the Detective will retain the property will be thirty (30) days. If, during these 30 days, the Detective has an inquiry about the property, the Detective will instruct the person to file a written claim for the property. The written claim shall have a description of the property and a statement explaining the persons' claim to the property. The Detective will instruct the person that they have seven (7) calendar days to provide this claim from the date of inquiry. The Detective will evaluate whether that person is the rightful owner within seven (7) days of when the written claim is filed.

b. If, after 30 days no person makes a claim for property, the finder of the property may file a written claim for the property. Once this person is notified the Detective will advise them they have 30 days to claim the property. If the property is not claimed within 30 days, the property will be considered abandoned.

5. Property (other than currency) that is considered abandoned under this policy will be disposed of by the Police Department as deemed necessary. If a sale or auction of the abandoned items occurs, the proceeds shall be deposited into an account authorized by number 6 below.

6. Property that is currency and considered abandoned under this policy will be deposited into an appropriate City account and used as necessary as determined by the City Manager.

7. A City employee, who finds property while on-duty, is not eligible to make a claim to obtain ownership of any property identified by this policy.

8. If property is turned into the Police Department, was not reported as per this policy, and a claim is made the Detective will research the matter and determine if the property meets these criteria. If the property does, the Detective will then follow the procedures established by this policy.

The background of the slide features a large, faint, light blue seal of the Leon Valley Police Department. The seal is circular with a double-lined border. Inside the border, the words "LEON VALLEY" are written in a semi-circle at the top, and "PATROL" is written in a semi-circle at the bottom. In the center of the seal is a smaller circle containing a five-pointed star. To the right of the star, the word "TEXAS" is written vertically. A yellow banner is draped across the bottom of the seal, featuring the year "2013" in blue text.

Leon Valley Police Department Found Property Policy

Tuesday, June 18, 2013



Found Property Policy

Currently there is no State law or City
Ordinance/Policy dealing with found property



Found Property Policy

If found property is turned into the Police Department our first priority will be to return to rightful owner

If rightful owner cannot be identified policy gives direction



Found Property Policy

Property will be listed on Cities website

- Minimum 30 days

If Police Department receives a claim within 30 days Detective will ask for a written claim

- Due within 7 days

If no claim after 30 days, Detective will contacted finder and advise them they have 30 days to make a written claim



Found Property Policy

Examples of property that will not be returned to
finder

- Alcoholic beverages, food, medicine, contraband,
weapons



Found Property Policy

If no written claim after 30 days property is considered to be abandoned

- Abandoned property, other than currency, will be auctioned
- Currency and proceeds for auction will be placed into City General Fund

Agenda Item 15

MAYOR AND COUNCIL COMMUNICATION

DATE: June 18, 2013

M&C # 06-16-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION AND DISCUSSION RELATED TO THE CREATION
OF A CRIME CONTROL AND PREVENTION DISTRICT AS
AUTHORIZED BY CHAPTER 363, LOCAL GOVERNMENT CODE,
WITH POSSIBLE DIRECTION TO STAFF

PURPOSE

City Attorney Charlie Zech will make a presentation for the Mayor and City Council's consideration and discussion of the requirements related to creating a Crime Control and Prevention District, as authorized by Chapter 363, of the Local Government Code. This agenda item allows for possible direction to staff following the presentation and discussion.

FISCAL IMPACT

Not applicable

S.E.E. IMPACT

Social Equity – To ensure a superior quality of life by providing outstanding public safety services in accordance with the City's Vision Statement

Economic Development – N/A

Environmental Stewardship – N/A

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING COMMENTS:_____

ATTEST:

Janie Willman, City Secretary

May 2013



COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 1 of 2

BUILDING PERMIT ACTIVITY

There were 202 visitors/customers to the Community Development Office in May 2013.

There were two (2) small residential projects valued at \$2,500 issued in May a total of four (4) commercial projects valued at \$115,500. The total revenue for these four (4) projects was \$1,358.

The overall permits (fence, roof, HVAC, electrical, plumbing, sewer, swimming pool, etc...) issued in May 2013 totaled 102. The revenue generated was \$16,075.

Eight (8) applications were made for Certificates of Occupancy by the following:

SEALY & CO. INC.	5405 BANDERA 129
SALON DMA	6753 BANDERA
COOL PLANET AIR	5419 BANDERA 706
LIFE SAVER AMBULANCE SVC.	5504 BANDERA 612
CASH BIZ	6904 BANDERA 8
SAN ANTONIO DOG TRAINING	6737 POSS 208
ON YOUR 6 DESIGNS	5504 BANDERA 303
C.I.G.	7007 BANDERA 13
ANCIRA WINTON CHEVEROLET	5783 WURZBACH

The total revenue for the Certificate of Occupancies was \$540.

INSPECTIONS/REVIEWS

BUILDING

A total of 120 Building and Plumbing Inspections and Plan Reviews were conducted in May 2013. The total amounts of fees paid were \$3,600.

HEALTH

Steve Barscewski conducted 26 inspections in May 2013 at a fee of \$1,192.

- 08 Food Service Establishment
- 04 Retail Food Store
- 11 Complaints
- 02 Daycare
- 01 Plan Review

OTHER COMMUNITY DEVELOPMENT ACTIVITIES

- **Tree Advisory Meeting** – May 22, 2013
- **City Council Meeting** – May 21, 2013
-Variance for Monument Sign (NISD)
- **Zoning Commission** – May 28, 2013
-CANCELLED

ZONING & LAND

- No cases to report for May 2013.



May 2013

COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 2 of 2

COMMUNITY & CONFERENCE CENTER RENTALS

COMMUNITY CENTER RENTALS

- May 2013 – Three (3)
* May 2012 – Three (3)

REVENUE May 2013 - \$3,702

CONFERENCE CENTER RENTALS

- May 2013 – Six (6)
* May 2012 – Seven (7)

REVENUE May 2013 - \$4,076

HOTEL/MOTEL REVENUE - \$ 4,448

* Previous May 2013 - \$ 15,260

Other Events Held:

- Bexar County Early Voting continues– May 1 - 7
- The American Backflow Workshop –May 9
- CAG Meeting – May 23
- NISD – May 30 (planning for Event mtg.)
- Council Retreat – May 31

Monthly Report

Finance

May 2013

Sales Tax Revenue

- ❖ Sales tax revenue of \$188,355 was received from the State Comptroller's office in May. After consideration of the May sales tax payment, year-to-date sales tax revenues are 5.93% higher than this time last year.

Street Maintenance Sales Tax Revenue

- ❖ Street Maintenance Sales tax revenue of \$47,077 was received from the State Comptroller's office in May.

Ad Valorem Taxes

- ❖ Ad valorem tax collections of \$59,533 were received from the Tax Assessor/Collector's office in May. Collections for May 2012 were \$77,134.

2014 Budget

- ❖ Departmental draft budgets for the fiscal year 2014 budget were distributed to City department heads. Finance department staff, working through the City Manager, are currently working on the first draft of the new budget.

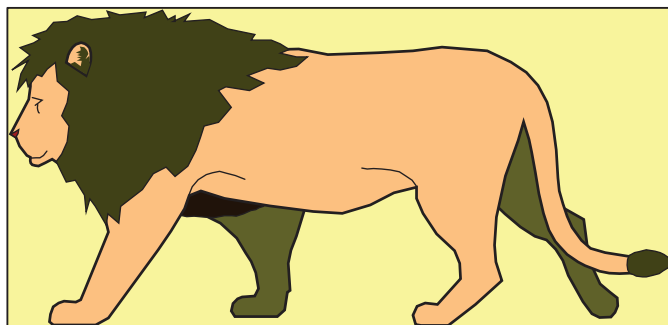
CPS Energy

- ❖ CPS Energy franchise fees of \$89,641 were received in May. This payment represents franchise fees earned for the period ended April 30, 2013, and is 7.3% higher than last year's payment of \$83,567.

LEON VALLEY PUBLIC LIBRARY STATISTICS

MAY 2013

		MAY 2013	Compared to	APRIL 2013
Items Loaned		2601		2527
OneClickAudio Sessions		1		0
Days Open/Average Per Day		22/118		21/120
Door Count		7179		8100
Volunteer Hours		243		281
Items Added New/Redo		144/108		304/228
Value of Gift Items		\$847		\$1621
Reference Questions		476		452
Items Withdrawn		5		105
Library Cards Issued		29		49
Internal Internet Sessions		515		507
External Wi-Fi LVP Accesses		1579		1165
Faxes Sent		103		77
Facebook Reaches		471		898
Lit. Students/Items Used		3stu/6bks		3stu/6bks
ILL Received TexPress		4pkg/4bks		4pkg/4bks
ILL Returned TexPress		3pkg/3bks		10pkg/10bks
ILL Mailed		2 in/ 3 out		1 in/ 0 out
Library Fines		\$59.00		\$85.90
Library Copy		\$103.00		\$140.00
Tax Equivalent		\$132.50		\$137.50
Gifts and Memorials		\$25.00		\$0.00
Member Amount Saved		\$42,745.96		\$40,390.69



SPECIAL PROJECTS



Melinda Smith, Special Projects Manager

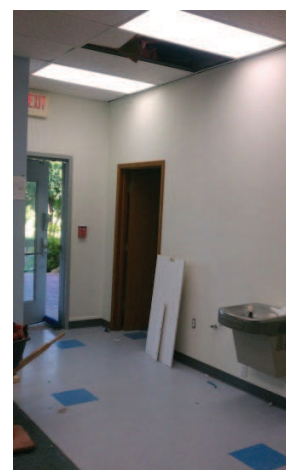
L.V. Library Children's Wing

May was a month of rehab for restrooms, waiting out the weather, and then finally erecting the framing for the expansion. New toilets and sinks were installed, sheetrock went up, flooring went down, and painting was completed in the workroom and restrooms inside the building. Status reports and pictures were uploaded to the City website, and we realized that we had some followers interested in the construction. When one week went by without new pictures being posted, someone called in wondering why the construction had stopped. We assured them that the construction was continuing, but that electrical wiring and plumbing were just not exciting and did not photo well. A revised timeline was received from the contractor and staff is preparing for the eventual closing of the library for approximately one month in August. Meanwhile, Librarian Joyce Trent continues to investigate grant opportunities, to further furnish

INSIDE THIS ISSUE

Library Children's Wing Expansion	1
Leon Valley Hike & Bike Trail	1
Bandera Road Monuments	2
Municipal Facilities Bond Project	2
Telephone system	2

the space, and purchase books and other materials for the new shelves.



Leon Valley Hike & Bike Trail

The Quality Assurance Plan (QAP) was approved by City Council and we are waiting on TxDOT's Office of Civil Rights to sign and return the MOU for the DBE program, before taking the Leon Valley Management Plan before City Council for approval. Once that is complete, TxDOT can release the Local Project Advance Funding Agreement (LPAFA), which mandates regulations specifically for this project. RFP&Q's for the engineering and design of the Hike & Bike Trail were prepared and advertised. Staff received an email from the San

Antonio Water System advising us of the need to contact them prior to placement of any improvements over their easement in Huebner Creek. We assured them we would be in close contact as the planning and engineering phase continues.

Bandera Rd Monuments

Bidding for construction of the monuments has been placed on hold until the rebranding committee has chosen a new logo. Once the logo has been approved by City Council, it can be incorporated into the final design and then the plans can be sent to TxDOT for their review and approval. Mrs. Flores was recently notified that the City of San Antonio has plans for the improvement of roadways at Bandera and Eckhert, so meetings will take place with their staff to assure our placement conforms to street designs. Completion of the structures should take place at the end of September.

Municipal Facilities Bond Project

The City Council approved an ordinance authorizing the City Manager to enter into negotiations with Bartlett Cocke Construction for the Construction Manager at Risk firm for the project. Once the contract has been approved by City Council, the firm can start their collaboration with the architect on a final layout.

The County was contacted regarding the purchase of the four lots needed to build the fire station and we are in the process of having the lots appraised and surveyed.

The new fire station layout has been created. Staff is reviewing the proposal and will submit their comments to the architect in early June.

VOIP Telephone System

One of the concerns City administration is facing will be working in City Hall while the main building is being remodeled. During that time, there will be a great deal of noise, such as jackhammers, saws, and hammering, possibly disrupting City operations.

By moving out of the building, the contractor would have free reign of the structure and would be able to save money by shortening the length of time on the job site. Staff is investigating a possible move to the Conference Center. While calculating all the necessary electrical and internet requirements this would entail, it was discovered that we could see significant savings at the present time by switching our telephone system this year to a Voice Over Internet Phone (VOIP) telephone system. The system should be operational this June or July, after all concerns have been addressed.

Public Works Monthly Report

May 2013

Director's Report

- Performed repairs and maintenance on pool and opened pool on Memorial Day weekend
- Cleaned debris and repaired asphalt in park; replaced Fall Zone material in playground after Memorial Day Weekend flooding
- Byron met with J. Willman 5/6 regarding shredding of upstairs boxed files
- Began construction on 2013 Water and Sewer Projects
- Bid and awarded contract for 2013 Slurry Seal Project
- Prepared proposed FY 2014 Budget
- Formed agreement with homeowner at 6004 Grasshill to maintain vegetation beside well site
- Purchased air compressor for shop

Construction Crew Activities

The following are the streets that were prepped with Crack Seal during the Month of May.

- | | |
|-----------------|--|
| • Belmont | Pavona Ridge |
| • Camie Way | Pecan Acres |
| • Chenal Point | Rue Lilian |
| • Ellery Point | Rue Sophie |
| • Fontana Point | Trone Trail |
| • Locker Lane | Yellow Rose (6723 Side walk was also repaired) |

The following asphalt repairs were made on the following locations during the Month of May.

- 6500 El Chaparral
- Park due to storm damages

The park was cleaned after storm damages.

Water Crew Activities

Water Samples for S.A. Health District	12 Water Samples for Analysis
Disconnect Notices	100
Disconnect Water Service	24
Flush Dead-End Water Mains	27 Flushed
Meter Reading	3 Days
Meter Re-reads	7 Re-reads
Meter Change Out Program	4 Meters changed out
Temporary Meters Installed	1 Installed
Move Outs	8 Closed
Move Ins	12 Activated
Locates	1 Completed
Wells/ Tower Sites	Cut grass and trimmed
City Wide	Fire hydrant list

Location

Park
Evening Sun
Bandera Strip Center
Well Site
Grass Hill Well Site
Helotes
Grass Hill Well Site
6226 Stirrup

Work Done

Fixed toilet
Removed brush
Checked for leaks
Replaced ball valve on pump
Power washed pump room
Picked up base
Got it ready to be painted
Ran sewer Jet

6613 Bandera	Dug up meter and replaced it
Around City	Tested back flow valves
Park	Ran sewer camera
Park	Pulled a stick out of the sewer line
6310 Stirrup	Ran sewer camera
Park	Helped clean up park after flooding

Maintenance Crew

- Cut grounds at the Community Center for Seniors
- Re-set stop sign on Linkhaven and Eckhert
- Cut and trim City Hall every Monday
- Updated marquee
- Cut row's (City Wide)
- Cut creek (Tractor by P.W.)
- Cleaned Park
- Set up and cleaned up Community Center for Seniors
- Worked on pool
- Cut grounds (Pool)
- Repaired leaks (Pumps)
- Trimmed trees
- Set up pool for Memorial Day (Open)
- Cleaned debris in park from flood
- Patched with asphalt the park